Avid CountDown™

for AirSPACE™

User Manual

Avid

tools for storytellers®

Copyright and Disclaimer

Product specifications are subject to change without notice and do not represent a commitment on the part of Avid Technology, Inc. The software described in this document is furnished under a license agreement. The software may not be reverse assembled and may be used or copied only in accordance with the terms of the license agreement. It is against the law to copy the software on any medium except as specifically allowed in the license agreement. Avid products or portions thereof are protected by one or more of the following United States patents: 4,746,994; 4,970,663; 5,045,940; 5,063,448; 5,077,604; 5,245,432; 5,267,351; 5,309,528; 5,325,200; 5,355,450; 5,396,594; 5,440,348; 5,452,378; 5,467,288; 5,513,375; 5,528,310; 5,557,423; 5,568,275; 5,577,190; 5,583,496; 5,584,006; 5,627,765; 5,634,020; 5,640,601; 5,644,364; 5,654,737; 5,701,404; 5,715,018; 5,719,570; 5,724,605; 5,726,717; 5,729,673; 5,731,819; 5,745,637; 5,752,029; 5,754,180; 5,754,851; 5,781,188; 5,799,150; 5,812,216; 5,828,678; 5,842,014; 5,852,435; 5,883,670; 5,889,532; 5,892,507; 5,905,841; 5,912,675; 5,929,836; 5,929,942; 5,930,445; 5,930,797; 5,946,445; 5,966,134; 5,977,982; 5,986,584; 5,987,501; 5,995,079; 5,995,115; 5,999,190; 5,999,406; 6,009,507; 6,011,562; 6,014,150; 6,016,152; 6,016,380; 6,018,337; 6,023,531; 6,023,703; 6,031,529; 6,035,367; 6,038,573; 6,052,508; 6,058,236; 6,061,758; 6,072,796; 6,084,569; 6,091,422; 6,091,778; 6,105,083; 6,118,444; 6,130,676; 6,134,379; 6,134,607; D352,278; D372,478; D373,778; D392,267; D392,268; D392,269; D395,291; D396,853; D398,912. Additional U.S. and foreign patents pending. No part of this document may be reproduced or transmitted in any form or by any means, electronic or mechanical, including photocopying and recording, for any purpose without the express written permission of Avid Technology, Inc.

© 2002 Avid Technology, Inc. All rights reserved. Printed in USA.

The following disclaimer is required by Sam Leffler and Silicon Graphics, Inc. for the use of their TIFF library:

Copyright © 1988–1997 Sam Leffler
Copyright © 1991–1997 Silicon Graphics, Inc.

Permission to use, copy, modify, distribute, and sell this software [i.e., the TIFF library] and its documentation for any purpose is hereby granted without fee, provided that (i) the above copyright notices and this permission notice appear in all copies of the software and related documentation, and (ii) the names of Sam Leffler and Silicon Graphics may not be used in any advertising or publicity relating to the software without the specific, prior written permission of Sam Leffler and Silicon Graphics.

THE SOFTWARE IS PROVIDED “AS-IS” AND WITHOUT WARRANTY OF ANY KIND, EXPRESS, IMPLIED OR OTHERWISE, INCLUDING WITHOUT LIMITATION, ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

IN NO EVENT SHALL SAM LEFFLER OR SILICON GRAPHICS BE LIABLE FOR ANY SPECIAL, INCIDENTAL, INDIRECT OR CONSEQUENTIAL DAMAGES OF ANY KIND, OR ANY DAMAGES WHATSOEVER RESULTING FROM LOSS OF USE, DATA OR PROFITS, WHETHER OR NOT ADVISED OF THE POSSIBILITY OF DAMAGE, AND ON ANY THEORY OF LIABILITY, ARISING OUT OF OR IN CONNECTION WITH THE USE OR PERFORMANCE OF THIS SOFTWARE.

The following disclaimer is required by the Independent JPEG Group:

Portions of this software are based on work of the Independent JPEG Group.

The following disclaimer is required by Paradigm Matrix:

Portions of this software licensed from Paradigm Matrix.

The following disclaimer is required by Ray Sauers Associates, Inc.:

“Install-It” is licensed from Ray Sauers Associates, Inc. End-User is prohibited from taking any action to derive a source code equivalent of “Install-It,” including by reverse assembly or reverse compilation, Ray Sauers Associates, Inc. shall in no event be liable for any damages resulting from reseller’s failure to perform reseller’s obligation; or any damages arising from use or operation of reseller’s products or the software; or any other damages, including but not limited to, incidental, direct, indirect, special or consequential Damages including lost profits, or damages resulting from

loss of use or inability to use reseller's products or the software for any reason including copyright or patent infringement, or lost data, even if Ray Sauers Associates has been advised, knew or should have known of the possibility of such damages.

The following disclaimer is required by Videomedia, Inc.:

"Videomedia, Inc. makes no warranties whatsoever, either express or implied, regarding this product, including warranties with respect to its merchantability or its fitness for any particular purpose."

"This software contains V-LAN ver. 3.0 Command Protocols which communicate with V-LAN ver. 3.0 products developed by Videomedia, Inc. and V-LAN ver. 3.0 compatible products developed by third parties under license from Videomedia, Inc. Use of this software will allow "frame accurate" editing control of applicable videotape recorder decks, videodisc recorders/players and the like."

The following notice is required by Altura Software, Inc. for the use of its Mac2Win software and Sample Source Code:

©1993–1998 Altura Software, Inc.

The following notice is required by Ultimatte Corporation:

Certain real-time compositing capabilities are provided under a license of such technology from Ultimatte Corporation and are subject to copyright protection.

Attn. Government User(s). Restricted Rights Legend

U.S. GOVERNMENT RESTRICTED RIGHTS. Use duplication or disclosure by the U.S. Government is subject to restrictions as set forth in subparagraph (c) (1) of FAR clause 52.227-19, COMMERCIAL COMPUTER SOFTWARE - RESTRICTED RIGHTS or, in the case of the Department of Defense or its subcontractor, is subject to DFARS 227,7202-3 RIGHTS IN COMMERCIAL COMPUTER SOFTWARE OR COMMERCIAL COMPUTER SOFTWARE DOCUMENTATION.

Trademarks

AirPlay, AudioVision, Avid, Avid Xpress, CamCutter, Digidesign, FieldPak, Film Composer, HIIP, Image Independence, Marquee, Media Composer, Media Recorder, NewsCutter, OMF, OMF Interchange, Open Media Framework, Pro Tools, Softimage, and tools for storytellers are registered trademarks and 888 I/O, AirSPACE, AirSPACE HD, AniMatte, AudioSuite, AutoSync, AVIDdrive, AVIDdrive Towers, AvidNet, Avid Production Network, AvidProNet, AVIDstripe, Avid Unity, AVX, DAE, D-Fi, D-FX, D-Verb, ExpertRender, FilmScribe, HyperSPACE, HyperSPACE HDCAM, Intraframe, iS9, iS18, iS23, iS36, Lo-Fi, Magic Mask, Matador, Maxim, MCXpress, MEDIArray, MediaDock, MediaDock Shuttle, Media Fusion, Media Illusion, MediaLog, Media Reader, MediaShare, Meridien, NaturalMatch, OMM, Open Media Management, QuietDrive, Recti-Fi, rS9, rS18, Sci-Fi, Sound Designer II, SPACE, SPACE Shift, Symphony, Vari-Fi, Video Slave Driver, and VideoSPACE are trademarks of Avid Technology, Inc.

Media Browse, iNEWS, ControlAir, iNEWS ControlAir are trademarks or registered trademarks of iNews, LLC.

All other trademarks contained herein are the property of their respective owners.

Footage

Bell South "Anticipation" — Courtesy of Two Headed Monster — Tucker/Wayne Atlanta/GMS.
Canyonlands and Flowers — Courtesy of the National Park Service, Harpers Ferry, VA.
Eco Challenge British Columbia — Courtesy of Eco Challenge Lifestyles, Inc., All Rights Reserved.
Eco Challenge Morocco — Courtesy of Discovery Communications, Inc.
It's Shuttletime — Courtesy of BCP & Canadian Airlines.
Manny & Lo — Courtesy of Manny & Lo Films LLC.
Nestlé Coffee Crisp — Courtesy of MacLaren McCann Canada.
Renaissance Cruises Aegean I — Courtesy of Sondra Byington — Reel Art Productions, Irving, TX.
Saturn "Calvin Egg" — Courtesy of Cossette Communications.
Windhorse — Courtesy of Paul Wagner Productions.

Arizona Images — KNX-TV Production — Courtesy of Granite Broadcasting, Inc.,
Editor/Producer Bryan Foote.
Canyonlands — Courtesy of the National Park Service, Harpers Ferry, VA.
WCAU Fire Story — Courtesy of NBC-10, Philadelphia, PA.
Paragliding — Courtesy of Legendary Entertainment, Inc.
Renaissance Cruises Aegean I — Courtesy of Sondra Byington — Reel Art Productions, Irving, TX.

Avid CountDown™ for AirSPACE™ v.2.6.4 User Manual •0130-05308-01 Rev. A
June 17, 2002

TLM

Contents

Using This Guide

Chapter 1 Getting Started

Operating System and Hardware Requirements 1-1
Installing CountDown. 1-2
Starting CountDown 1-2
Installing the Port I/O Driver 1-5

Chapter 2 Interfacing

In This Chapter. 2-1
Setting Up Remote Control Configurations. 2-1
- Setting Up a Single-Channel Configuration 2-2
- Setting Up a Two-Channel Solution 2-3
- Setting Up Two Channels With External Control 2-3
  - Understanding VTR Control 2-4
  - Understanding GPI Control. 2-4
  - Making the Connections. 2-4
- Setting Up Backup Server Control. 2-5
- Setting Up a Backup Controller 2-6

Understanding Serial Port Expansion Cards. 2-7
- Understanding B&B Expansion Card Compatibility. 2-8

Understanding GPI Input Connectivity. 2-9
- Passive Implementation 2-9
- Active Implementation 2-10

Understanding Extended GPI/O Functionality 2-12

Chapter 3 Setting Up CountDown

In This Chapter 3-1
Establishing Communication Between AirSPACE and CountDown 3-2
Configuring the Channels 3-2
Assigning Channels 3-2
Assigning Mirroring Channels 3-4
Configuring the Network 3-4
Specifying the AirSPACE IP Address 3-4
Assigning a Channel for Browsing 3-6
Configuring Backup Server Installations 3-7
Manually Performing a Server Changeover 3-9
Configuring Redundant Control Installations 3-9
Setting Up GPI Switching Between CountDown PCs 3-10
Customizing Online / Offline Color Indicators. 3-11
Updating Playlist / Shotbox files Between CountDown PCs. . 3-12
Configuring User Preferences 3-13
Configuring Playlist / Shotbox Functionality 3-14
Enabling Playlist / Shotbox Editing 3-15
Enabling Next Event Keys. 3-15
Configuring Double Click Mode 3-15
Setting Default Event Playout Mode 3-16
Enabling Visibility of On-Air Clips 3-16
Enabling Deletion of Events After Playout. 3-16
Enabling Automatic Readying of a Dragged / Pasted Media Event 3-17
Enabling Deferred Ready Function for Placeholders 3-17
Enabling Automatic Activation of Time-Of-Day Events . 3-18
Determining The Second Playlist Time Display Mode. . . 3-18
Configuring Appearance of a Playlist 3-19
Configuring Clip Status Indication Color 3-19
Configuring The Playlist's Appearance 3-20
Configuring The Media List Appearance 3-21
Enabling Password Protection for Preferences 3-21

Disabling Password Protection for Preferences 3-23
Enabling Traffic Logging..... 3-24
Disabling Logging..... 3-26
Enabling Auto Recovery Protection 3-27
Configuring Media-Related Functionality 3-28
Configuring VTR Preferences..... 3-31
Configuring GPI Functions..... 3-34
Configuring the MOS Interface 3-40
Configuring the Global MOS Settings 3-41
Configuring The Playlist Title Field..... 3-42
Understanding the Status Displays..... 3-44
Understanding Serial Port Status..... 3-45
Network Status 3-46
AirSPACE Mirroring Status 3-46

Chapter 4 Managing Media Events

In This Chapter..... 4-1
Browsing the Media List..... 4-1
Showing the Media Events On the AirSPACE Server 4-2
Sorting the Media List 4-3
Resizing Media List Columns..... 4-3
Rearranging Media List Columns 4-3
Restoring Media List Column Layout..... 4-4
Modifying Media Event IDs and Titles 4-4
Searching for Media Events 4-6
Using the Find Media Dialog Box 4-7
Searching 4-8
Restricting a Search..... 4-9
Starting a New Search..... 4-9
Canceling a Search 4-10
Recording New Media Events..... 4-10
Performing Manual Recordings..... 4-10
Recording from a VTR..... 4-12

Browsing the VTR Media 4-14
Correcting Frame-Inaccuracy 4-16
Performing Time-Of-Day Recordings. 4-17
Understanding the Timed Events List. 4-19
Updating the Media Information 4-22
Deleting Media Events from the AirSPACE Server. 4-22
Browsing Media Events 4-23
Understanding the Browser Control Dialog Box 4-24
Operating in Browse-Only Mode 4-26

Chapter 5 Managing Play Lists

In This Chapter 5-1
Understanding a Playlist 5-2
Building a Playlist. 5-3
Creating a New Playlist 5-3
Adding Media Events 5-3
Adding a Single Event 5-4
Adding Multiple Events 5-4
Assigning a Play-Out Channel 5-5
Automatically Reversing the Default Playout Mode 5-5
Including the Events from Another Playlist. 5-6
Adding Comments and Break Events 5-9
Adding Comments. 5-9
Adding Break Events 5-10
Changing Comment Events to Break Events 5-12
Adding E-E Events 5-13
Rearranging Events in a Playlist 5-14
Relocating Events 5-14
Duplicating Events 5-15
Using Placeholders 5-16
Understanding the Deferred Ready Function 5-16
Adding Placeholders 5-16
Replicating Media Events. 5-18

Looping Media Events 5-19
Undoing Changes 5-21
Reverting Changes to a Playlist 5-22
Saving a Playlist 5-22
Saving Part of a Playlist 5-23
Opening an Existing Playlist 5-23
Optimizing the Positions of CountDown Windows 5-24
Modifying Events in the Playlist 5-25
Understanding Columns and Icons for Playlist Events 5-25
Event Number 5-26
Event Playout Channel 5-27
Event Playout Mode 5-27
Event ID 5-28
Event Title 5-28
Event Duration 5-28
Event Time and Day 5-28
Event Modification Date 5-29
GPI Outputs 5-29
Assigning the Channel for Event Playout 5-29
Assigning Event Playout Mode 5-30
Setting an Event to be Manual 5-30
Setting an Event to be Follow-On 5-31
Setting an Event to Time-Of-Day 5-31
Setting an Event to CountDown 5-34
Assigning GPI/O Triggers to Events 5-35
Editing Events 5-37
Using the Browser Controls 5-38
Using the Clip Editor 5-38
Understanding the Clip Editor 5-41
Changing the Title of Events 5-44
Modifying Events While Playing a Playlist to Air 5-46
Restoring Event Properties 5-46
Playing a List to Air 5-47

Going On-Air 5-48
Playing a List in Single Channel Mode 5-48
Playing A List in All Channels Mode 5-49
Playing a List in Dual Channel Mode 5-49
Playing Events 5-50
Rearranging Media Events in the List While On-Air 5-52
Selecting the Event to Play Next 5-52
Editing the List 5-52
Controlling the On-Air Event 5-54
Pausing an Event 5-54
Aborting an Event 5-54
Grouping and Ungrouping Events 5-55
Manually Starting an Event 5-55
Performing a List Changeover 5-56
Playing Out Multiple Playlists 5-57
Going Off-Air 5-58
Playlist Time Displays 5-58
Importing a Playlist 5-59
Exporting a Playlist. 5-59
Other Playlist Functions. 5-61
Querying Playlist Data Externally. 5-61
Breaking Out Of Referenced Playlist Loops 5-62
Operation With MOS Protocol 5-63

Chapter 6 Using Shotboxes

In This Chapter 6-1
Understanding Shotboxes 6-1
Building a Shotbox 6-2
Creating a New Shotbox. 6-2
Assigning Media to Buttons. 6-3
Using Placeholders 6-3
Assigning a Placeholder to a Button 6-3
Converting an Existing Event to a Placeholder 6-5

Undoing Changes 6-5
Reverting Changes to a Shotbox 6-6
Saving a Shotbox 6-6
Opening an Existing Shotbox 6-7
The Open Command 6-7
The Drag and Drop Method 6-8
Optimizing the Positions of CountDown Windows 6-8
Modifying Events in the Shotbox 6-9
Modifying Shotbox Events Using AirSPACE 6-9
Modifying Shotbox Events Using the Browser Controls . . . 6-9
Modifying Shotbox Events Using the Clip Editor 6-10
Modifying Events While Playing a Shotbox to Air 6-12
Restoring Event Properties 6-13
Playing a Shotbox to Air 6-14
Going On-Air 6-15
Readying Events 6-15
Playing Events 6-16
Enabling One Shot Operation 6-16
Controlling an On-Air Shotbox 6-16
Pausing an Event 6-17
Aborting an Event 6-17

Index

Using This Manual

Who Should Use This Manual

This manual is intended as an operational manual for users of CountDown.

About This Manual

This manual provides comprehensive installation, configuration, and operation instructions for CountDown.

It is designed to keep pace with current advances in the Avid system's capabilities by consolidating in one comprehensive resource all the information you will need to take advantage of the many options available to you.

This manual will lead you through even the most complex procedures with task-oriented instructions, complete with illustrations for a more realistic presentation of the actual icons and images you will encounter. The information provided here builds on procedures described in other Avid product-based documentation, and includes explanations of all tools and techniques as well as useful tips, shortcuts, and custom options.

The Contents lists all topics included in the book. They are presented with the following overall structure:

- The Introduction helps you get oriented with the general workflow of this manual and provides valuable pointers to keep in the back of your mind as you proceed.
- The main body of the manual follows the natural flow of your work, with clear and comprehensive step-by-step procedures.
- Finally, a detailed Index helps you quickly locate specific topics.

Symbols and Conventions

Unless noted otherwise, the material in this document applies to the Windows NT® or Windows 2000® operating systems.

The CountDown documentation uses the following special symbols and conventions:

1. Numbered lists, when the order of the items is important.
    a. Alphabetical lists, when the order of secondary items is important.
- Bulleted lists, when the order of the items is unimportant.
    - Indented dashed lists, when the order of secondary items is unimportant.

`Courier Bold` font identifies text that you type.

Look here in the margin for tips.

In the margin, you will find tips that help you perform tasks more easily and efficiently.

A note provides important related information, reminders, recommendations, and strong suggestions.

A caution means that a specific action you take could cause harm to your computer or cause you to lose data.

A warning describes an action that could cause you physical harm. Follow the guidelines in this manual or on the unit itself when handling electrical equipment.

If You Need Help

If you are having trouble using CountDown, you should:

1. Retry the action, carefully following the instructions given for that task in this manual.
2. Check the documentation, including any release notes, that came with your hardware for maintenance or hardware-related issues.

3. Visit the online Knowledge Center at www.avid.com/support. Online services are available 24 hours per day, 7 days per week. Search this online Knowledge Center to find answers, to view error messages, to access troubleshooting tips, to download updates, and to read/join online message-board discussions.
4. For Technical Support, please call 800-800-AVID (800-800-2843). For Broadcast On-Air Sites and Call Letter Stations, call 800-NEWSDNG (800-639-7364).

If You Have Documentation Comments

Avid continuously seeks to improve its documentation. We value your comments about this manual, the Online Publications CD-ROM, and other Avid-supplied documentation.

E-mail your documentation comments to Avid Broadcast Technical Publications department at:

TechPubs@inewsroom.com

Please include the title of the document, its part number, revision, and the specific section you are commenting on in all correspondence.

How to Order Documentation

To order additional copies of this documentation from within the United States, call Avid Telesales at 800-949-AVID (2843). If you are placing an order from outside the United States, contact your local Avid representative.

CHAPTER 1

Getting Started

Operating System and Hardware Requirements

Before installing CountDown, ensure the PC meets the following requirements:

- Windows 2000 or Windows NT with Service Pack 4 or later
- 400 MHz CPU
- 64MB RAM
- Ethernet connection (100BaseT)
- One serial port for each AirSPACE channel (up to four) CountDown will control
- One RS-232-to-RS-422 converter for the VTR and for each AirSPACE channel
- One serial port for VTR control (optional)
- One port for GPI inputs (optional)
- One external GPI adaptor (if using GPI inputs)

  The adapter translates contact closures into levels suitable for the COM port handshake lines that sense GPI triggers. See “Understanding GPI Input Connectivity” on page 2-9 for more information.

- One parallel port adaptor for extended GPI/O Functionality (optional)
- Windows-based/NT Port I/O driver (if using extended GPI/O Functionality)

  This driver is included as part of the Custom Install option. It is also available from SSTNET Scientific Software Tools, Inc.

  If this installation requires more serial ports than the PC provides, install and use a dedicated expansion card for the PC.

Expansion cards are configurable for RS-422 operation and eliminate the need for RS-232-to-RS-422 converters. The connectors are not standard. It may be necessary to make custom cables to connect the card to the AirSPACE Server. When using a B&B Electronics expansion card, see Table 2-1 on page 2-8 for more information about creating cables.

Installing CountDown

To install the CountDown software, locate and run the CountDown installer application on the AirSPACE Software CDROM.

Starting CountDown

To start CountDown, do one of the following:

a. Select CountDown from Programs in the Start menu.

   —OR—

b. Double-click the CountDown shortcut on the desktop.

   —OR—

c. Double-click a playlist or shotbox file in any directory window (such as from the Windows Explorer) or on the Desktop.

CountDown does the following:

- Checks the PC running CountDown for a unique CountDown serial number
- Checks for a compatible version of AirSPACE software
- Checks for a valid CountDown license on the AirSPACE Server
- Reports any problems with the version or with the network

When running CountDown for the first time, enter the license information when the software prompts for it.

If CountDown finds another PC is already running using software with the same serial number, the following Duplicate License Error dialog box appears.

Duplicate License Error
A copy of CountDown with the serial number CNTD-1234-5678-XY is already in use on the computer named "Naughty"
CountDown will now quit.
Delete License
OK

Figure 1-1 Duplicate License Error Dialog Box

When the Duplicate License Error dialog box appears, do one of the following:

a. To delete the license, click Delete License.

—OR—

b. To quit running CountDown, click OK.

To enter a new license for the CountDown software, obtain a new license and do the following:

1. Click Delete License.

   CountDown deletes the license information and shuts down.

2. Start CountDown.

   A dialog box appears asking for a license for the CountDown software. See Figure 1-2.

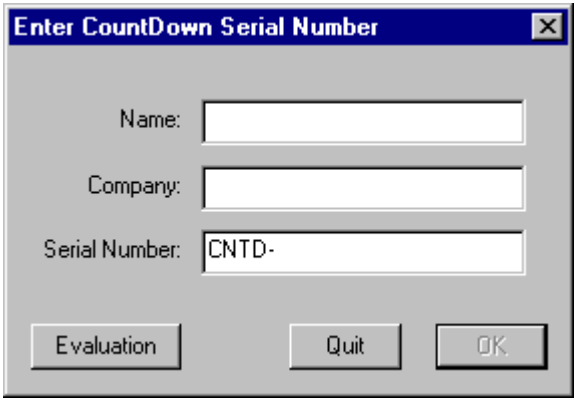


Figure 1-2 Enter Serial Number Dialog Box

3. Enter the license information and click OK.

The Evaluation button provides a temporary demonstration of the product under certain conditions. It is functional only when the AirSPACE Server has a current demo license but no CountDown license. The application will not launch if these conditions are not met.

Installing the Port I/O Driver

When using extended GPI/O functionality, install the Windows-based/NT Port I/O driver. This driver may be installed as part of the custom install procedure. It is also available from SSTNET Scientific Software Tools, Inc.

After downloading the driver, install it by doing the following:

1. Double-click the port95nt icon.
2. Follow step-by-step instructions the program presents.

The Select Components dialog box appears. See Figure 1-3.

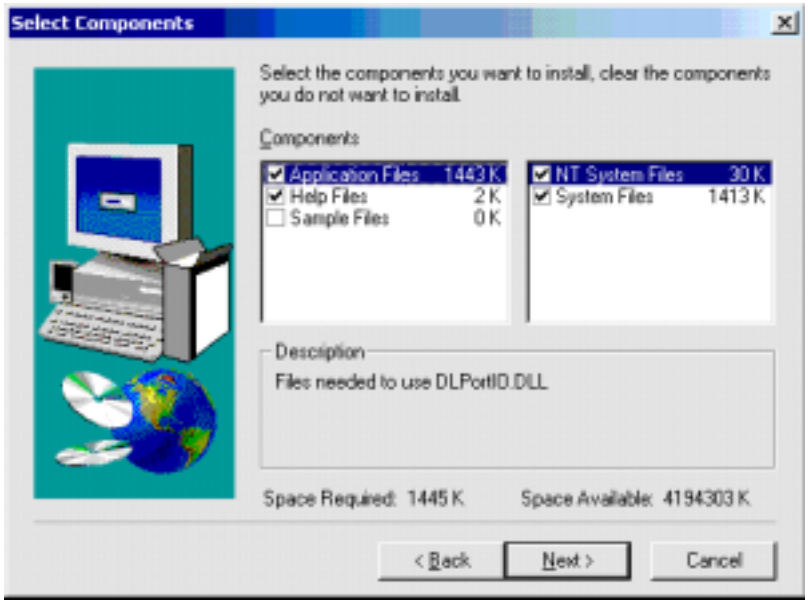

Select Components
Select the components you want to install, clear the components you do not want to install.
Components:
Application Files 1443 K
Help Files 2 K
Sample Files 0 K
NT System Files 30 K
System Files 1413 K
Description
Files needed to use DLPortIO.DLL
Space Required: 1445 K
Space Available: 4194303 K
< Back
Next >
Cancel

Figure 1-3 Select Components Screen

3. Uncheck Sample Files, click Next, and continue the installation.

CHAPTER 2

Interfacing

In This Chapter

This chapter describes how to set up and configure CountDown PCs and AirSPACE Servers, including using RS-422 expansion cards and connecting GPI triggers.

This chapter contains the following sections:

- Setting Up Remote Control Configurations
- Understanding Serial Port Expansion Cards
- Understanding GPI Input Connectivity
- Understanding Extended GPI/O Functionality

Setting Up Remote Control Configurations

These configurations range from single-channel to multi-channel including redundant servers and CountDown PCs.

Setting Up a Single-Channel Configuration

The single-channel configuration is the simplest CountDown implementation. The control PC has two connections to the AirSPACE Server; one remote control connection and one network connection.

To set up CountDown to control a single AirSPACE channel, make the connections shown in Figure 2-1.

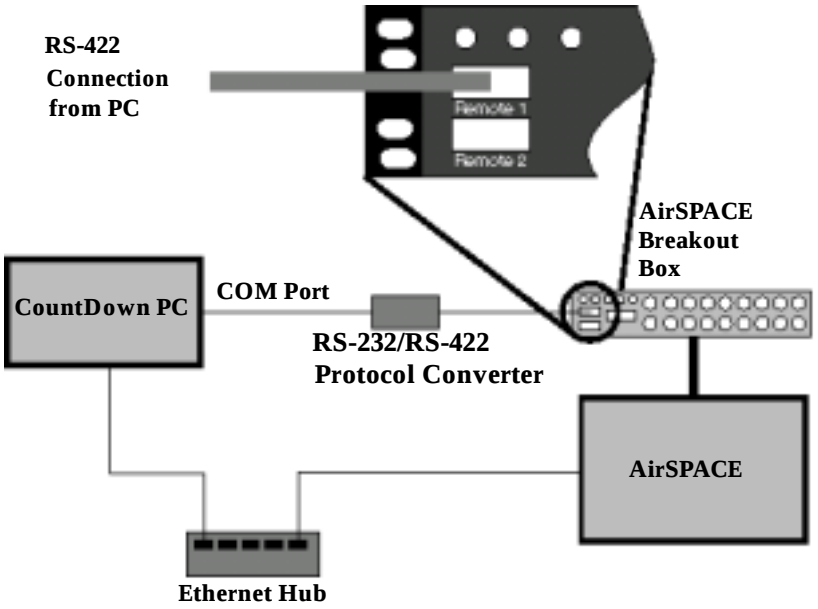


Figure 2-1 Single-Channel CountDown Implementation

In Figure 2-1, a standard PC COM port is used for the remote control. Because PC COM ports use RS-232 standards, and the AirSPACE Server uses RS-422, a protocol converter such as a Rosetta Stone adapter, must be used between the PC COM port and the AirSPACE breakout box.

Setting Up a Two-Channel Solution

In the two-channel configuration, the controlling PC has three connections to the AirSPACE Server: two remote control connections and a network connection. This configuration requires two COM ports on the CountDown PC.

To set up CountDown to control two AirSPACE channels, make the connections shown in Figure 2-2.

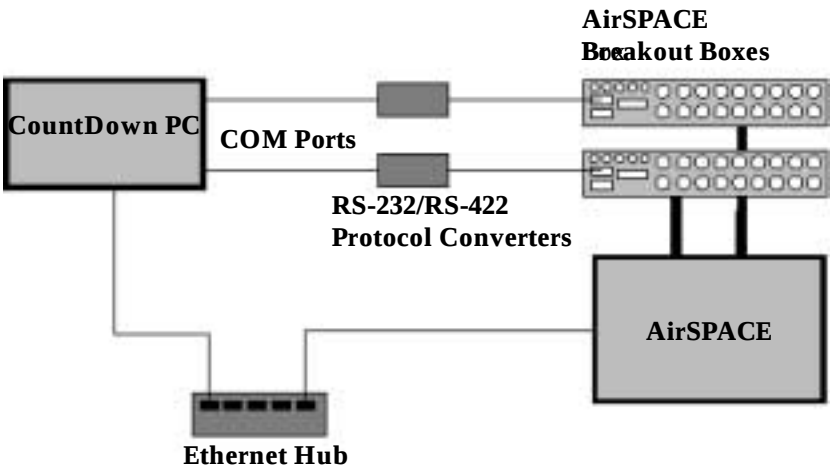


Figure 2-2 Two-Channel CountDown Configuration

This set up requires one protocol converter for each connection between the PC COM ports and the AirSPACE breakout box.

Setting Up Two Channels With External Control

CountDown may be set up to control a VTR, to be controlled by a GPI connection, or both.

Understanding VTR Control

CountDown can control an external VTR for ingest recording. Use a standard COM port (with an appropriate protocol converter) or a dedicated RS-422 expansion port for controlling a VTR.

See “Setting the COM Port for VTR Control” on page 3-33 for information.

Understanding GPI Control

CountDown can be controlled by GPI triggers. The GPI connection serves the following functions:

- Next event playout to air.

  See “Enabling Channel Response to GPI Next Event Input” on page 3-37.

- On-Air tally functions.

  See “Enabling On Air Tally” on page 3-37.

- On-Line status for redundant control.

  See “Configuring Redundant Control Installations” on page 3-9.

See “Understanding GPI Input Connectivity” on page 2-9 for more information.

Making the Connections

When set up with two channels and external control, the control PC has three connections to the AirSPACE Server, two remote control connections, a network connection, and one connection each to a VTR or GPI trigger. This configuration requires a serial port expansion card to accommodate four serial connections. See “Understanding Serial Port Expansion Cards” on page 2-7 for more information.

To set up a configuration with two channels and external control, make the connections shown in Figure 2-3.

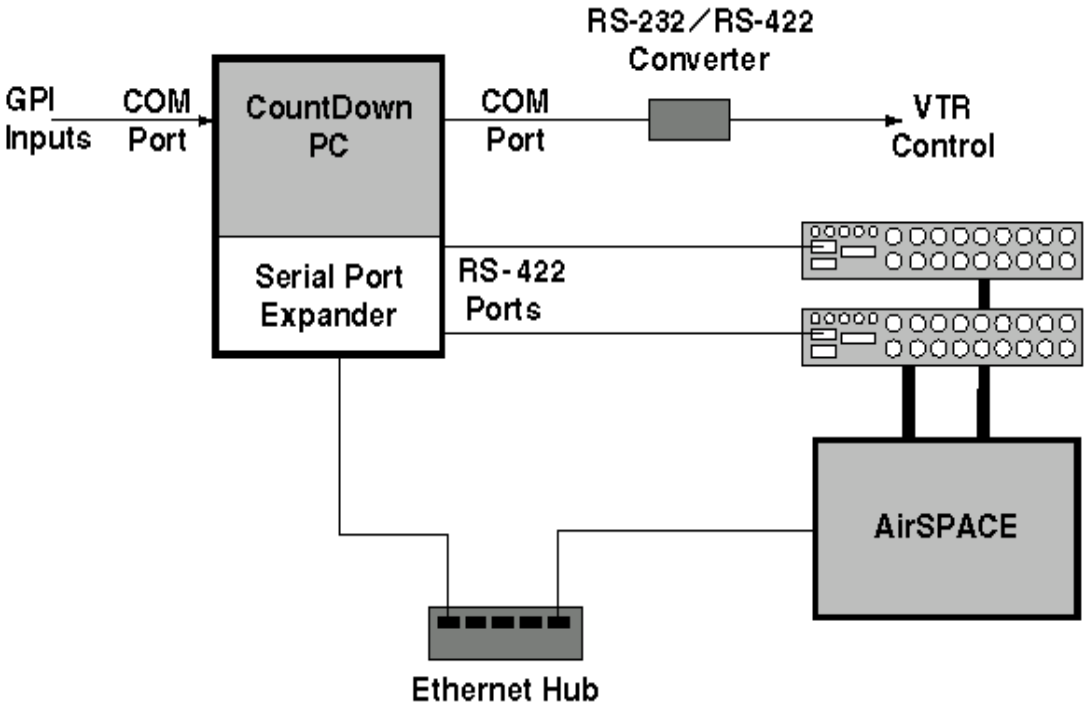


Figure 2-3 Two-Channel Solution with GPI and VTR Control

Figure 2-3 shows an example of a PC set up to receive GPI commands and to control an ingest VTR and two AirSPACE channels using a two-port expansion card.

Setting Up Backup Server Control

For transmission critical installations, CountDown can control a redundant pair of AirSPACE Servers—one being the primary unit and the other being the standby unit to take over playout if the primary unit fails. This configuration requires a four-port expansion card to provide simultaneous two-channel control of both the main and backup AirSPACE Servers. See “Understanding Serial Port Expansion

Cards” on page 2-7 for more information. This configuration also allows set up GPI and VTR control.

To set up backup server control, make the connections shown in Figure 2-4. To add VTR and / or GPI control, add the appropriate connections as shown in Figure 2-3.

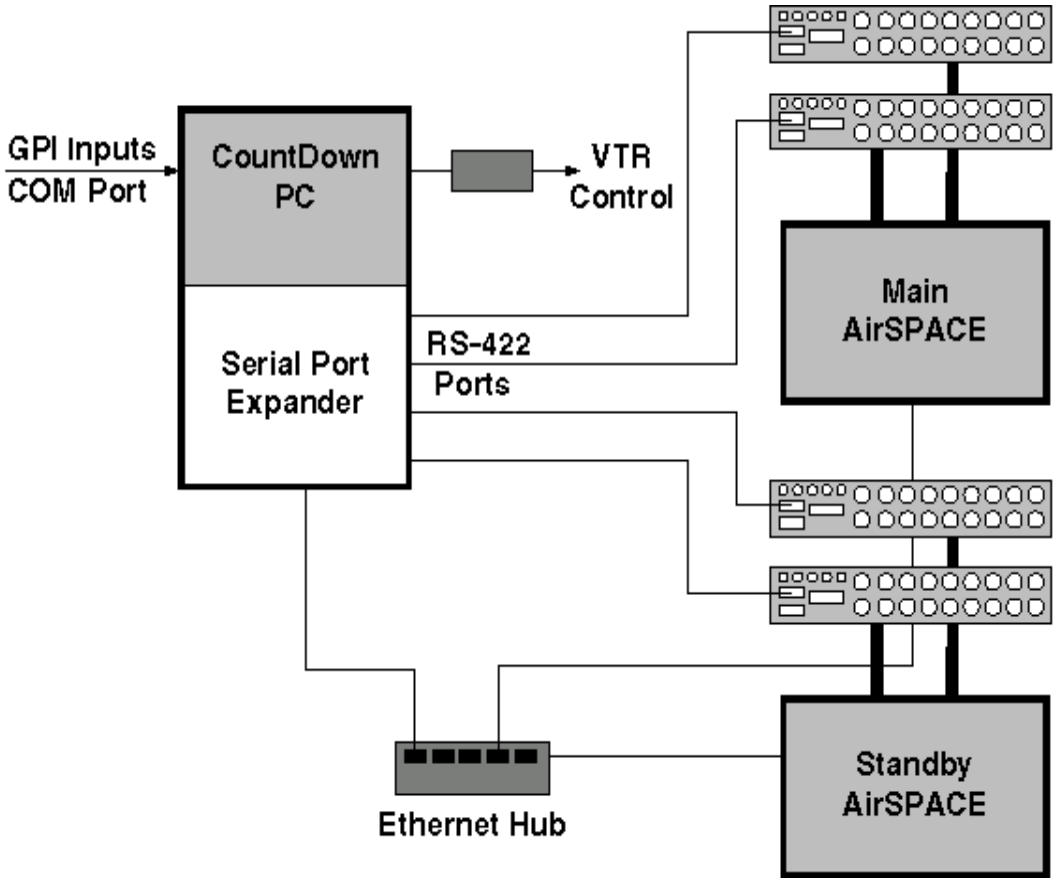


Figure 2-4 Backup Server Control

Setting Up a Backup Controller

CountDown allows set up of dual redundant control PCs. For this set up, the primary PC is online and the backup PC is offline but ready to go online if the primary PC fails. In this set up, each AirSPACE Server play-control port has a connection to both PCs. The GPI connection governs which PC has on line status and control over the AirSPACE Server.

To set up redundant controlling PCs, make the connections shown in Figure 2-5. To set up the CountDown software for redundant control, see “Configuring Redundant Control Installations” on page 3-9 for more information.

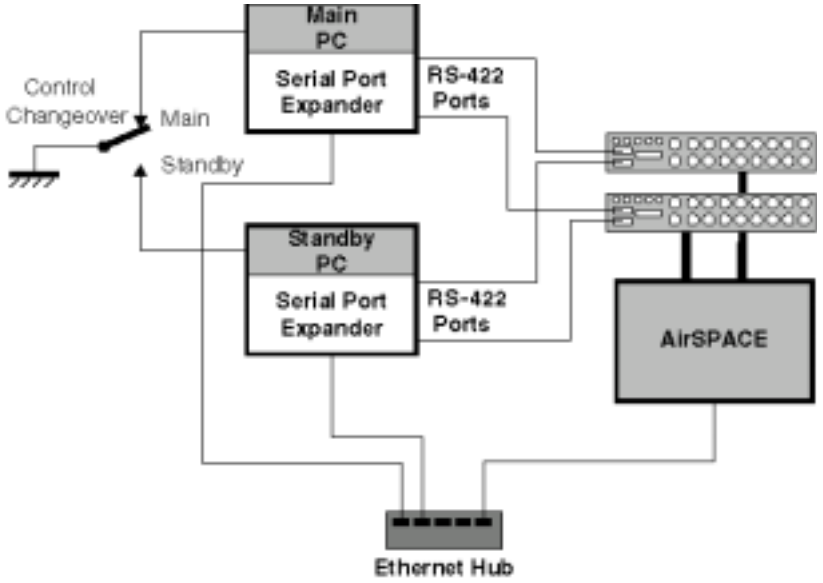


Figure 2-5 Redundant CountDown PCs

Understanding Serial Port Expansion Cards

A number of proprietary expansion cards are available such as those manufactured by B&B Electronics.

Two or four-port expansion cards are available. These cards are configured directly as RS-422. They eliminate the need for protocol converters. They function as conventional COM ports on the PC.

Understanding B&B Expansion Card Compatibility

The connector pinouts from a B&B card are not pin-for-pin compatible with the AirSPACE Server. To correct this incompatibility, build a convertor or install the cables between the AirSPACE Server and the CountDown PC using the information in Table 2-1

Table 2-1 lists the relationship between connector pinouts of the B&B expansion card and those of the AirSPACE Server.

Table 2-1 RS-422 Connector Compatibility

AirSPACE		B&B Expansion Card	
Pin #	**Signal**	**Pin #**	**Signal**
1	Frame Ground	5	Signal Ground
2	Transmit Data (-)	2	Receive Data (-)
3	Receive Data (+)	7	Transmit Data (+)
4	Receive Common	5	Signal Ground
5	Spare	—	
6	Transmit Common	5	Signal Ground
7	Transmit Data (+)	8	Receive Data (+)
8	Receive Data (-)	3	Transmit Data (-)
9	Frame Ground	5	Signal Ground

Pins 1, 4, 6, and 9 are not used on the B&B connecting side of the cable.

Understanding GPI Input Connectivity

GPI inputs are provided through the input handshake lines of a PC COM port. There are several possible control methods, depending on the operational requirements. The following sections describe two possible control methods.

Passive Implementation

The passive implementation is used when the handshake line must swing between negative and positive voltage levels for reliable operation; therefore, a contact closure-to-ground is not required.

Figure 2-6 shows two examples of passive control using either changeover or single-action switches. The changeover switch implementation uses a momentary contact button. This is a simple solution for presenter use, such as weather forecasting.

The Tally GPI may also be configured as an on-line control enable function.

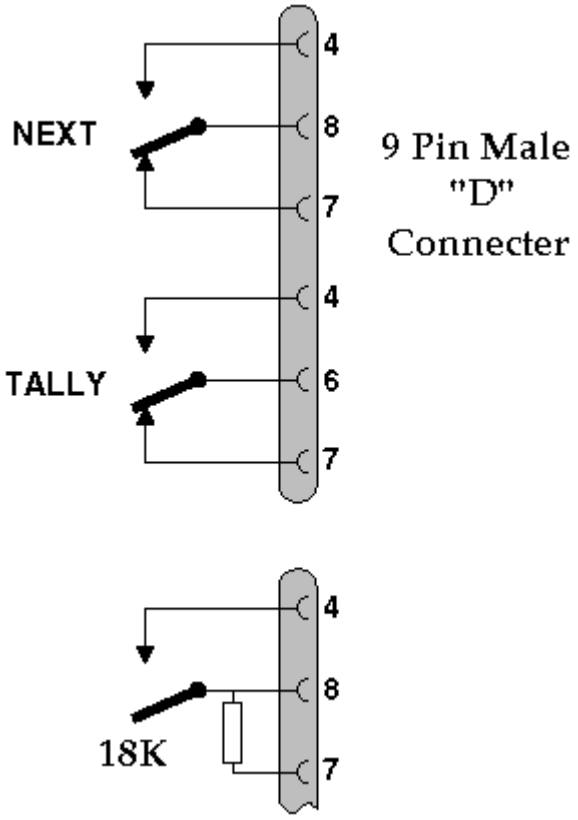


Figure 2-6 Simple GPI Implementation

Active Implementation

For those applications where a contact closure-to-ground is required, an active implementation must be used.

Figure 2-7 shows one method for implementing contact closure-to-ground operation. An industry-standard RS-232 line driver IC performs the necessary level translation. Because its power consumption is small, it is possible to directly power it from the COM port output handshake lines.

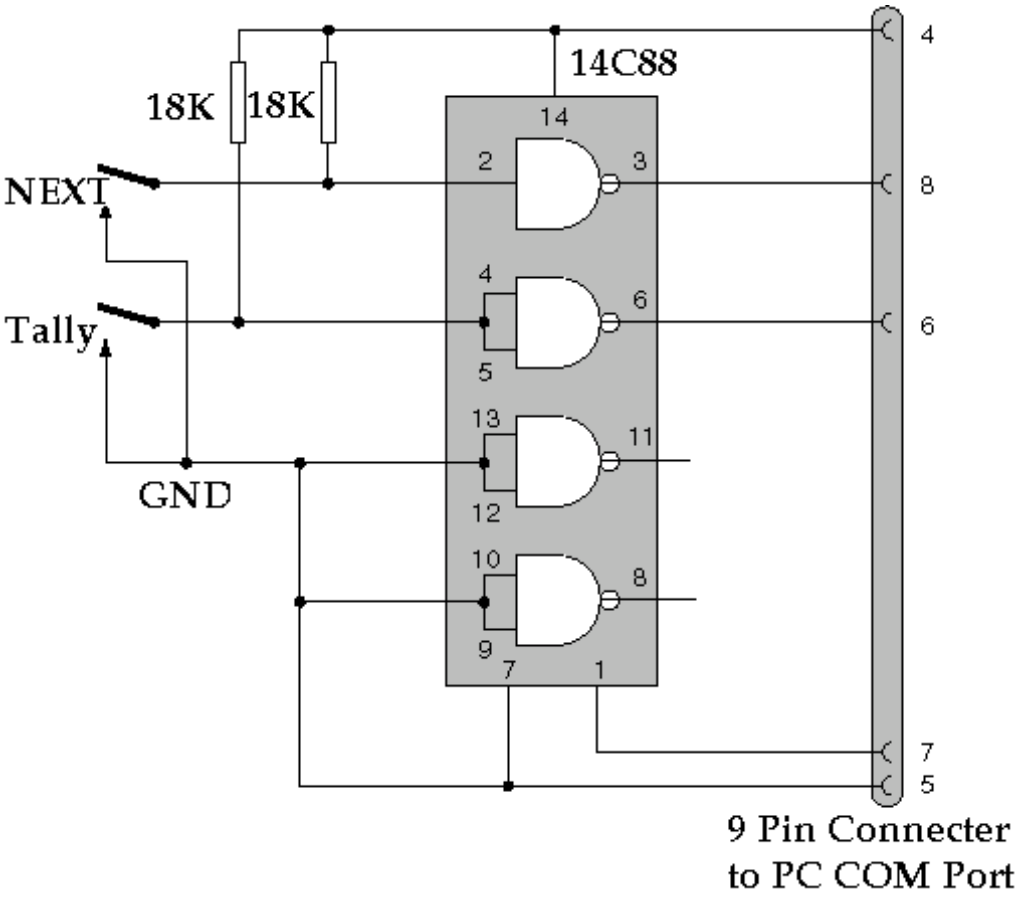


Figure 2-7 Circuit For Active GPI Interface

Understanding Extended GPI/O Functionality

CountDown supports extended GPI/O functions using the parallel port on the CountDown PC. Eight GPI/O functions are supported and can be any combination of inputs and outputs. An external adapter such as the PPIO adapter from B&B Electronics, is required to convert GPI outputs to contact closures and to respond to external triggers on the inputs. Connect the PPIO adapter using a fully configured 25-pin cable as shown in Figure 2-8.

Using all eight connections as inputs will depend on the capabilities of the parallel port

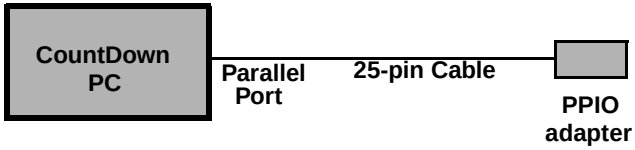


Figure 2-8 PPIO Adapter Connectivity

CHAPTER 3

Setting Up CountDown

In This Chapter

This chapter provides instructions for configuring the CountDown software.

This chapter contains the following sections:

- Establishing Communication Between AirSPACE and Count-Down
- Configuring Backup Server Installations
- Configuring Redundant Control Installations
- Configuring User Preferences
  - Configuring VTR Preferences
  - Configuring GPI Functions
- Understanding the Status Displays

CountDown does not allow access to the Preferences dialog box while a playlist or shotbox is on air.

Establishing Communication Between AirSPACE and CountDown

This section is made up of the following:

- Configuring the Channels
- Configuring the Network

Configuring the Channels

CountDown has four channels; A, B, C, and D. Each channel can control one AirSPACE port independently.

Assigning Channels

To assign channels to control the AirSPACE ports, complete the following steps:

1. Configure each AirSPACE channel for CountDown to control as record / playlist with VDCP protocol.
2. From the File menu, select Preferences.
3. Select Server.

   The Server Preferences dialog box appears. See Figure 3-1.

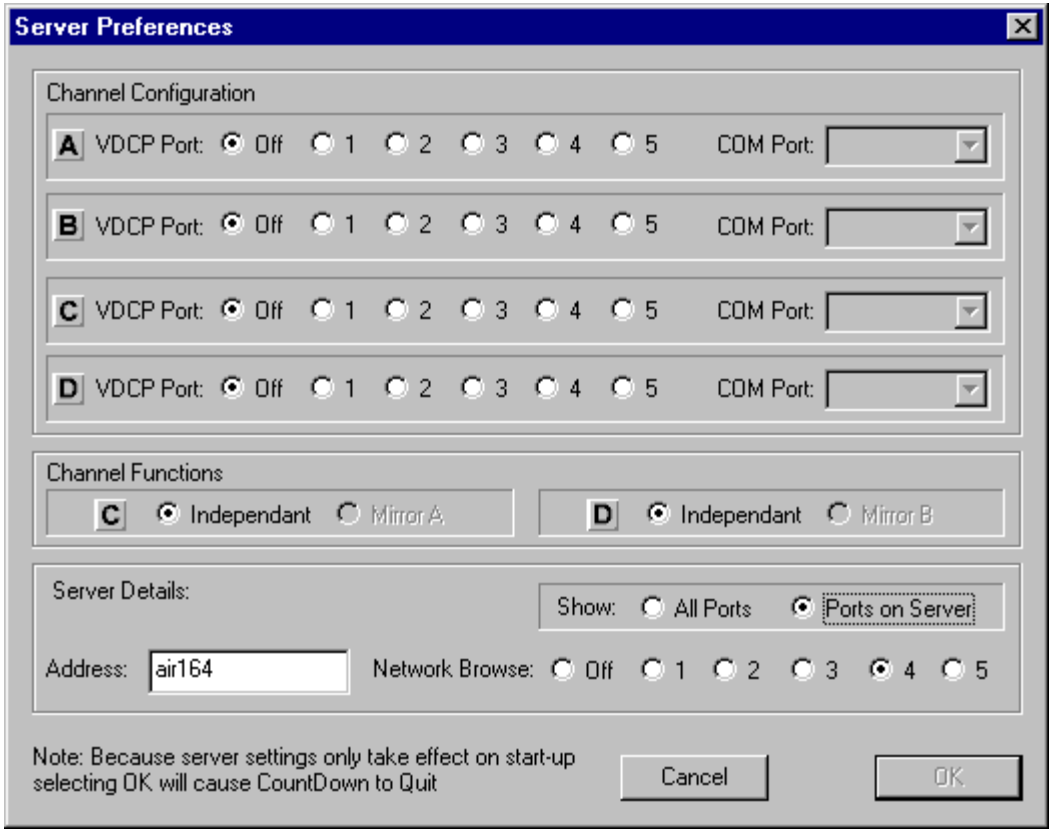

Server Preferences
Channel Configuration
A VDCP Port: Off 1 2 3 4 5 COM Port:
B VDCP Port: Off 1 2 3 4 5 COM Port:
C VDCP Port: Off 1 2 3 4 5 COM Port:
D VDCP Port: Off 1 2 3 4 5 COM Port:
Channel Functions
C Independant Mirror A
D Independant Mirror B
Server Details:
Show: All Ports Ports on Server
Address: air164
Network Browse: Off 1 2 3 4 5
Note: Because server settings only take effect on start-up selecting OK will cause CountDown to Quit
Cancel
OK

Figure 3-1 Server Preferences Dialog Box

4. Click the Ports on Server radio button in the Show section of the Server Details section to show available ports on the AirSPACE Server.

The Show Ports on Server option is only available if a network connection is already established with the AirSPACE Server.

5. For each channel, use the radio buttons to select the AirSPACE port to be controlled and use the COM port drop-down list to assign the COM port to control the channel.

Select the Off radio button for the channels not used.

After a channel is assigned to a VDCP port and to a COM port, those ports may not be used for another channel. When assinging a COM port that is already assigned to another channel, an error message will appear stating that the COM port is already in use.

6. Click OK.

   A CountDown dialog box appears as shown in Figure 3-2.

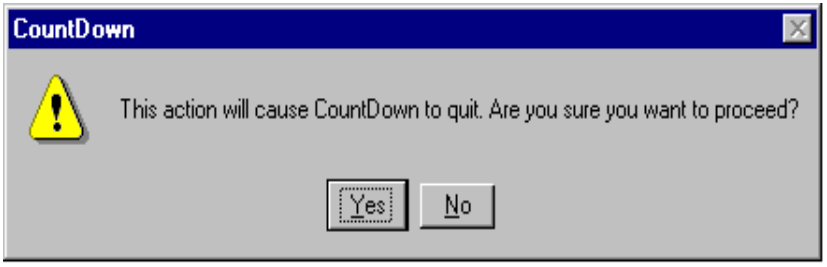


Figure 3-2 CountDown Dialog Box

7. Click Yes to proceed.
8. Restart CountDown.

Assigning Mirroring Channels

Channels C and D can operate as independent channels or as mirrors of channels A and B, respectively. Mirroring enables CountDown to control two AirSPACE Servers for the same channel for redundancy.

See “Configuring Backup Server Installations” on page 3-7 for information on assigning channels C and D for mirroring.

Configuring the Network

CountDown maintains a network connection to the AirSPACE Server. This connection provides the media listing, recording and browsing functions. Configuring the network consists of specifying the AirSPACE IP address and (optionally) assigning a channel to use for browsing.

Specifying the AirSPACE IP Address

To set the AirSPACE IP address, complete the following steps:

1. From the File menu, select Preferences.
2. Select Server.

   The Server Preferences dialog box appears. See Figure 3-1.
3. Enter the IP address in the Address text box. The address can be a host name or IP address.

If the IP address of the AirSPACE Server is unknown, see "Determining the AirSPACE Server IP Address".

4. Click OK.

   A CountDown dialog box appears as shown in Figure 3-2 on page 3-4.
5. Click Yes.
6. Restart CountDown.

Determining the AirSPACE Server IP Address

Find the AirSPACE Server IP address by using the AirSPACE user interface.

To find the AirSPACE IP address, do the following:

1. From the AirSPACE user interface, click the Setup menu button in the bottom left-hand corner of the screen.

2. Click the Network Configuration button.

   The network information for the AirSPACE Server appears. See“AirSPACE User Interface” on page 3-6

Figure 3-3 AirSPACE User Interface

3. The IP address is displayed.

Assigning a Channel for Browsing

This feature does not require any RS-422 connections.

CountDown can control browsing of AirSPACE media events using the network connection. It does this by using a video monitor connected to a record / playlist port of the AirSPACE Server.

To browse events, assign an AirSPACE channel to be used for network browsing.

To assign a channel for network browsing, do the following:

1. From the File menu, select Preferences. Next, select Server.

   The Server Preferences dialog box appears. See Figure 3-1.

2. In the Server Details section, select the radio button that corresponds to the channel to be used for network browsing.

The browse channel must be set to Local on the AirSPACE Server.

Network Browse may not use the same ports selected in the Channel Configuration area.

3. Click OK.

   A CountDown dialog box appears as shown in Figure 3-2 on page 3-4.

4. Click Yes to proceed.
5. Restart CountDown.

CountDown now uses the new AirSPACE channel selected for network browsing.

If a network channel selected for browsing is subsequently chosen for playout control, CountDown disables the network browsing capability. When CountDown starts up, it checks the configuration of the AirSPACE Server and reports any inconsistencies in channel assignments.

Configuring Backup Server Installations

CountDown can be set up to control two AirSPACE Servers simultaneously so that the standby AirSPACE Server can continue playout if the main AirSPACE Server fails.

For instructions on making the physical connections for backup server installations, see "Setting Up Backup Server Control" on page 2-5.

For backup server installations use channels C and D to mirror channels A and B, respectively.

To set channels C and D as mirroring channels, do the following:

1. From the File menu, select Preferences.
2. Select Server.

   The Server Preferences dialog box appears as shown in Figure 3-1.
3. In the Channel Functions section, select the Mirror A or Mirror B or both radio buttons as appropriate.

   CountDown automatically assigns the same VDCP port for that channel.

   The AirSPACE Server channels assigned to CountDown channels A or B or both are the main server channels and the server channels assigned to CountDown channels C or D or both are the standby server channels.
4. Select a unique COM port for the mirroring channel.
5. Verify initial playout of channels A and B from the main AirSPACE Server by selecting Changeover from the Server drop-down menu and ensuring that both Channel A Main and Channel B Main are checked.

   To check either selection, select it.

When either Channel A Main or Channel B Main is not checked, CountDown is controlling that channel's mirroring channel on the standby AirSPACE Server.

If CountDown detects a problem with a channel on the main AirSPACE Server, it automatically switches control of that channel to the mirroring channel on the standby server. It also displays a warning message alerting of the changeover.

The AirSPACE changeover changes only the on-air RS-422 controls. It does not switch the network connection, which could also fail depending on the extent of the main AirSPACE Server failure.

CountDown will not reassign the original AirSPACE Server to the main position once that server becomes fully functional again. It must be done manually using the procedure in step 5 on page 8.

Ensure the standby server is a clone of the primary server.

Use Avid's ParallelSPACE application to ensure identical media events exist on both AirSPACE Servers and to ensure continuity of playout.

CountDown will check the media is available on both AirSPACE Servers. If the media is available on the primary AirSPACE Server but not on the standby server, CountDown displays the Playout mode icon in the playlist window as half green and half red.

Manually Performing a Server Changeover

CountDown allows manual switching of playout from the main AirSPACE Server to the standby AirSPACE Server. This is called a server changeover.

To perform a server changeover, do the following:

1. From the Server drop-down menu, select Changeover.
2. Select Channel A Main to switch the playout of channel A to the standby AirSPACE Server. Select Channel B Main to switch the playout of channel B to the standby AirSPACE Server.

Configuring Redundant Control Installations

For instructions on making the physical connections for redundant-control, see "Setting Up a Backup Controller" on page 2-7

CountDown can be installed on a second PC connected to the same AirSPACE Server for redundant control. If the online CountDown PC fails, the offline CountDown PC goes online and takes over control of the AirSPACE Server.

Configuring redundant control requires setting up the GPI switching between the controlling PCs and updating Playlist/Shotbox files between the PCs.

Setting Up GPI Switching Between CountDown PCs

In a redundant control installation, use the second GPI input on both CountDown PCs. The GPI input maintains the online status of the PC controlling the AirSPACE Server.

To configure CountDown to operate in the dual control mode, do the following to both PCs:

1. From the File menu, select Preferences.
2. Select General.

   The General Preferences dialog box appears, select the GPI In tab, as shown in Figure 3-4.

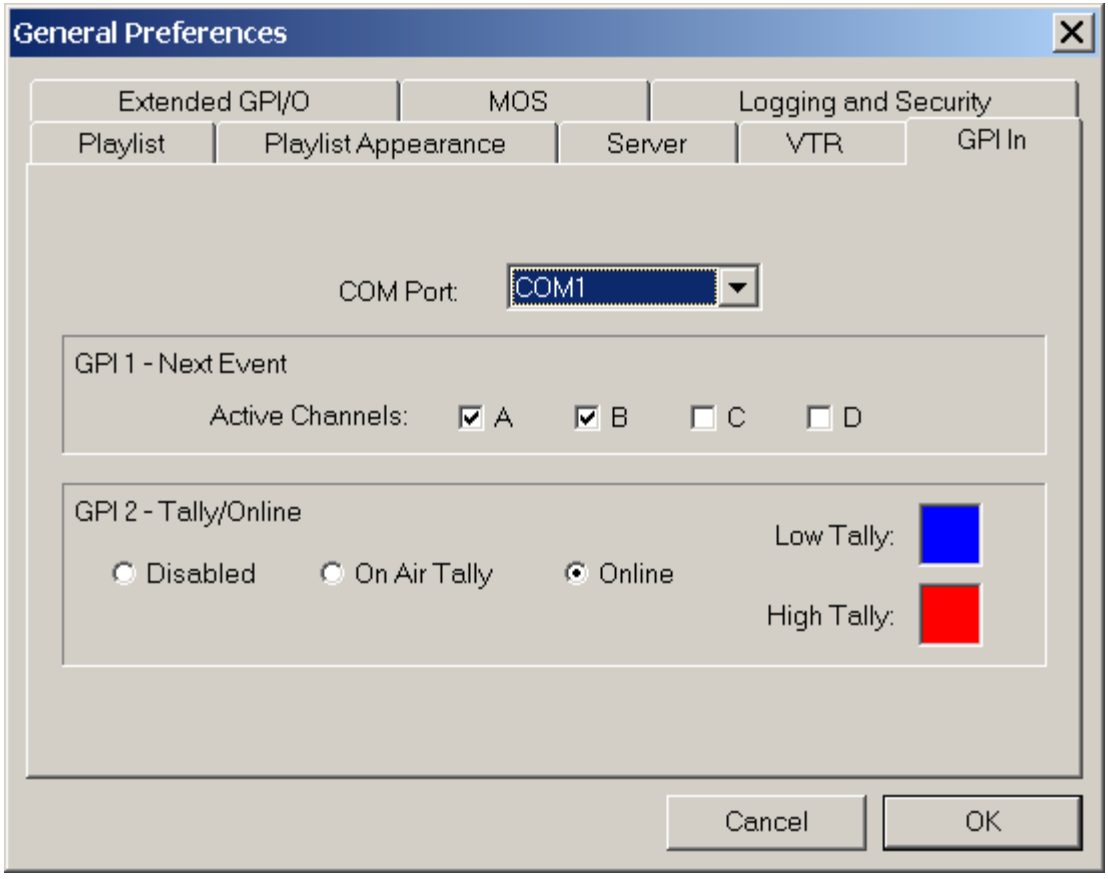


Figure 3-4 General Preferences GPI In Tab

3. In the COM Port list box, select the PC COM port connected to the GPI trigger.
4. In the GPI 2 - Tally / Online section, select the Online button.
5. Click OK.

   A CountDown dialog box appears as shown in Figure 3-2 on page 3-4.
6. Click Yes to proceed.

7. Restart CountDown.

CountDown makes remote control connections to the AirSPACE Server when the GPI input enables it to do so.

Customizing Online/Offline Color Indicators.

CountDown uses colors in the Playlist / Shotbox windows to indicate the online / offline status of each of the two CountDown PCs.

By default, red indicates online, and blue indicates offline.

To select different colors for indicating online and offline status, do the following:

1. From the File menu, select Preferences.
2. Select General.

   The General Preferences dialog box appears. See Figure 3-5.
3. On the GPI In tab, click the status color box of the color to be changed. The Windows color pallet appears.
4. Select the desired color in the pallet and click OK.

   The Windows color pallet disappears and the color box changes to the color selected.
5. Click OK.

   CountDown uses the colors selected to indicate online and offline status.

Updating Playlist/Shotbox files Between CountDown PCs

For the offline CountDown PC to take control of the AirSPACE Server, it must have the same playlist or shotbox the online CountDown PC is using.

To update the backup PC, copy the playlist or shotbox file from the online PC to the backup PC.

To ensure the file copied from the online PC to the offline PC is up-to-date, CountDown uses the following methods:

- Automatically saves changes made to the online PC's playlist or shotbox file at regular intervals
- Automatically inspects the modification date of the backup PC's playlist or shotbox file at regular intervals and automatically reloads the file if it has been updated

To configure CountDown to automatically save Playlist / Shotbox files, do the following:

1. From the File menu on the online CountDown PC, select Preferences.
2. Select General.

   The General Preferences dialog box appears. See Figure 3-5 on page 3-14.
3. On the Playlist tab, in the Automatic Checking section, check the Save When Online check box and select desired interval using the Check every spin box.
4. Click OK.

   CountDown automatically saves open Playlist / Shotbox files at the interval specified.

To configure CountDown to automatically inspect the modification date of Playlist / Shotbox files, complete the following steps:

1. From the File menu on the backup CountDown PC, select Preferences.
2. Select General.

   The General Preferences dialog box appears. See Figure 3-5 on page 3-14.

3. On the Playlist tab, in the Automatic Checking section, check the Refresh When Offline check box and select the desired interval using the Check every spin box.
4. Click OK.

   CountDown automatically checks the modification date of open Playlist / Shotbox files and reloads files that have been updated.

Configuring User Preferences

User preferences include setting defaults and enabling functionality for playlists, shotboxes, and media events on the AirSPACE Server.

This section provides instructions for the following:

- Configuring Playlist / Shotbox Functionality
- Configuring Appearance of a Playlist
- Enabling Password Protection for Preferences
- Enabling Traffic Logging
- Configuring Media-Related Functionality
- Configuring VTR Preferences
- Configuring GPI Functions
- Configuring the MOS Interface

Configuring Playlist/Shotbox Functionality

Playlist / Shotbox functionality is configured on the Playlist tab in the General Preferences dialog box.

1. From the File menu, select Preferences.
2. Select General.

The General Preferences dialog box appears As shown in Figure 3-5.

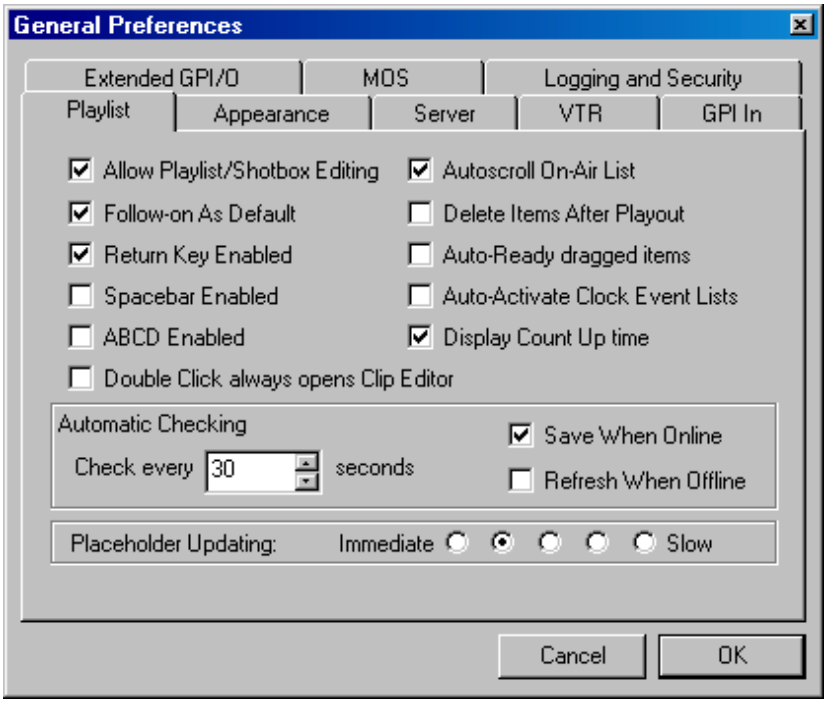


Figure 3-5 General Preferences Playlist Tab

The Extended GPI/O tab appears only if the parallel port driver has been installed. See "Installing the Port I/O Driver" on page 1-5.

Enabling Playlist/Shotbox Editing

By default, CountDown prevents editing playlists and shotboxes.

To enable Playlist / Shotbox editing, check the Allow Playlist / Shotbox Editing check box.

Enabling Next Event Keys

By default, the Next button is configured to select the next event to play when a playlist is on air. Other keys may be enabled to take the next event when pressed.

Next event keys are enabled on the Playlist tab in the General Preferences dialog box.

To activate the Return key feature, check the Return Key Enabled check box.

To activate the Spacebar feature, check the Spacebar Enabled checkbox.

To activate channel specific next event keys, check the ABCD Enabled check box.

Configuring Double Click Mode

When a playlist is on-air the default action resulting from a double click is to cue the item clicked. If the same effect for instance, to display the clip editor is desired in both On-Air and Off-Air lists it must be configured.

Double Click mode is configured on the Playlist tab in the General Preferences dialog box.To configure double click mode, check the Double Click Always Opens Clip Editor check box on the Playlist tab.

Holding down the ALT key when double-clicking in an on-air playlist will reverse the selected action. For instance, if the default setting is used, double-clicking will cue the item, ALT double-clicking will display the clip editor.

Setting Default Event Playout Mode

Dragging a media event into a playlist, CountDown assigns a Playout mode to that event. The user may select which Playout mode that

CountDown assigns to media events. See “Assigning Event Playout Mode” on page 5-30 for more information.

To set CountDown to automatically assign the Follow on Playout mode, check the Follow on As Default check box.

To set CountDown to automatically assign the Manual Playout Mode, uncheck the Follow on As Default check box.

Enabling Visibility of On-Air Clips

When a playlist contains more media events than the playlist window can display, use the scroll bar to view the later media events. By default, this is allowed even if one of those events is playing.

The user may enable visibility of an on-air clip by checking the Auto-scroll On-Air List check box on the Playlist tab in the General Preferences dialog box.

Enabling Deletion of Events After Playout.

By default, CountDown retains an event in a playlist after it has been played to air.

To set CountDown to delete events after playing them to air, check the Delete Items After Playout check box on the Playlist tab in the General Preferences dialog box.

If the Delete Items After Playout check box on the Playlist tab in the General Preferences dialog box is selected, it is not possible to include looping events in a playlist.

Enabling Automatic Readying of a Dragged/Pasted Media Event

By default, dragging or pasting a media event into the playlist, even when placed directly after the event that is currently on-air, CountDown adds that event to the list—it does not ready that event.

To enable automatic readying of a media event dragged or pasted into the playlist directly after the event currently on-air, check the Auto-Ready dragged items check box on the Playlist tab in the General Preferences dialog box.

Checking the Auto-Ready dragged items check box also enables the deferred ready function for placeholders. See "Enabling Deferred Ready Function for Placeholders" on page 3-17 for more information

Enabling Deferred Ready Function for Placeholders

When a placeholder immediately follows a playing event in a playlist, CountDown does not ready the placeholder. This is because there is no corresponding media on the AirSPACE Server so it is not yet playable. If, when the preceding event is playing, the placeholder's ID is created and media is recorded before the preceding event is within one second of finishing playout, CountDown cancels the event's placeholder status and readies it, allowing it to be played out next. This is the deferred ready function.

To enable the deferred ready function for placeholders, check the Auto-ready dragged items check box on the Playlist tab in the General Preferences dialog box.

Checking this box also enables automatic readying of a dragged or pasted media event. See "Enabling Automatic Readying of a Dragged/Pasted Media Event" on page 17 for more information.

Enabling Automatic Activation of Time-Of-Day Events

See "Setting an Event to Time-Of-Day" on page 5-31.

By default, when creating a time-of-day event for playout CountDown does not add the event to the Timed Events list until the playlist that contains it is aired. See "Understanding the Timed Events List" on page 4-20 for more information.

To set CountDown to add playout time-of-day events to the Timed Events list as soon as they are configured, check the Auto-Activate

Clock Events List check box on the Playlist tab in the General Preferences dialog box.

When this box is checked, CountDown puts the list containing time-of-day events on-air five seconds before the scheduled playout time of the first time-of-day event. It also readies it, and plays it at the scheduled time. CountDown plays activated lists in only a single channel—the channel the first time-of-day event is assigned to.

Determining The Second Playlist Time Display Mode

The CountDown playlist window features two time displays. See “Playlist Time Displays” on page 5-58 for more information.

The left-most display always shows time remaining for the item currently playing on-air.

The right-most display shows either time remaining for the entire playlist, this being the default or the time elapsed for the item currently playing on-air.

To have the right-most display show elapsed time for the current item, check the Display Count Up time check box on the Playlist tab in the General Preferences dialog box.

Configuring Appearance of a Playlist

A playlist’s appearance is configured on the Playlist Appearance tab in the General Preferences dialog box. See Figure 3-6 “Playlist Appearance Tab” on page 3-19.

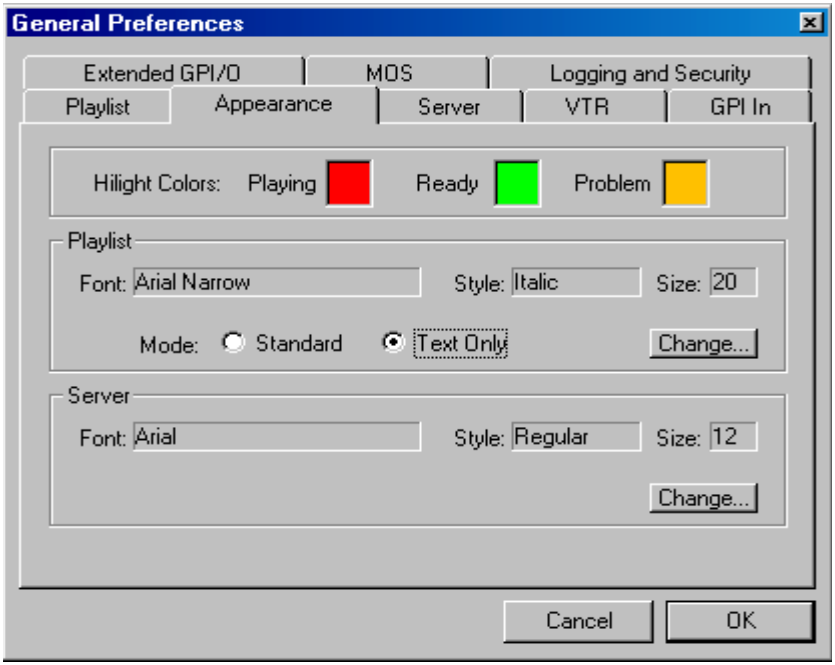


Figure 3-6 Playlist Appearance Tab

Configuring Clip Status Indication Color

CountDown indicates the status of the media events in on-air playlists using three colors.

By default, playing events are red, readied events are green, and events that cannot be played or readied are orange. Users are allowed to change these preferences.

To change the status indication color, do the following:

1. In the Hilight Colors section, click the status color box to be changed.

   The Windows color pallet appears.

2. Select the color by clicking the appropriate colored box.
3. Click OK.

   The color box changes to the color selected, and CountDown uses that color for that status in the on-air playlist.

Configuring The Playlist's Appearance

The playlists appearance may show icons indicating the type and status of events, or simple text-based displays. The text-based display allows more events to be shown in the playlist window than when using the icons.

To change the playlist appearance, do the following:

1. In the Appearance section, click the desired Playlist Mode radio button, either Standard or Text Only

   When Text Only is selected, the text characteristics are displayed in the Font, Style and Size status areas. To change any aspect of the text click the Change... button.

2. Click OK.

   A CountDown dialog box appears as shown in Figure 3-9 on page 3-26.

3. Click Yes to proceed.
4. Restart CountDown.

Configuring The Media List Appearance

The media list appearance is configurable. To change the Media List Display mode, do the following:

1. The text characteristics are displayed in the Font, Style and Size status areas. To change any aspect of the text, click the Change button.
2. Click OK.

A CountDown dialog box appears as shown in Figure 3-9 on page 3-26.

3. Click Yes to proceed.
4. Restart CountDown.

Enabling Password Protection for Preferences

By default, CountDown allows users to access the General and Server Preferences. CountDown may be set to require users to enter a password to access the preferences.

To enable password protection for preferences, do the following:

1. From the File menu, select Preferences.
2. Select General.

   The General Preferences dialog box appears.
3. Click the Logging and Security tab. See Figure 3-7 on page 3-22.

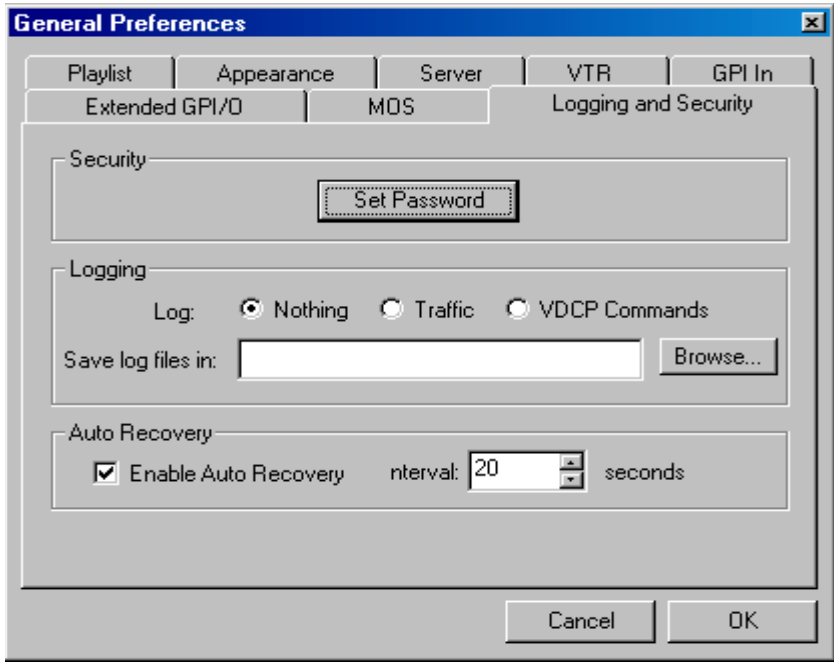


Figure 3-7 Logging and Security Tab

4. Click the Set Password button in the Security section.

   The Set Password dialog box appears.

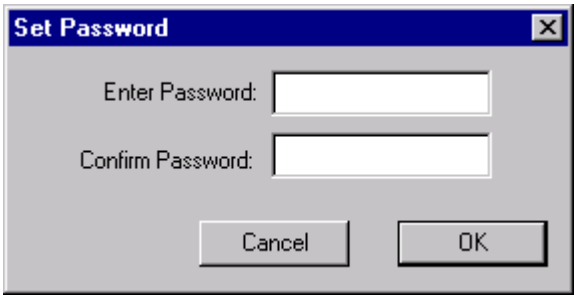


Figure 3-8 Set Password Dialog Box

5. Choose a password and enter it in the Enter Password text box.
6. Reenter the password in the Confirm Password text box.
7. Click OK.

   The Set Password dialog box disappears.
8. Click OK.

   The General Preferences and the Server Preferences are now password protected. When a user selects either General or Server from the Preferences item in the File menu, the Enter Password dialog box appears and the user must enter the password to access the preference settings.

Disabling Password Protection for Preferences

To disable password protection for preferences, do the following:

1. From the File menu, select Preferences.
2. Select General.

   The Enter Password dialog box appears.
3. Enter the password and click OK.

   The General Preferences dialog box appears.
4. Click the Logging and Security tab. See Figure 3-7.

5. Click the Set Password button in the Security section.

   The Set Password dialog box appears. See Figure 3-8.

6. Clear the Enter Password and Confirm Password fields.

7. Click OK.

   The Set Password dialog box disappears.

8. Click OK.

   The General Preferences and the Server Preferences are now accessible without using a password

Enabling Traffic Logging

CountDown logs and saves to a text file two types of activities: traffic and VDCP commands.

Traffic logging provides a record of all events that CountDown has attempted to play to air. Each log entry indicates the following:

- The channel on which CountDown attempted to play the event
- The time of day at which CountDown attempted to play the event
- Whether the playout was successful

VDCP command logging provides a record for each VDCP command that CountDown sends to an AirSPACE Server and the responses returned. This log file can assist Avid support staff in diagnosing playout and communication problems between CountDown and an AirSPACE Server.

Do not enable VDCP diagnostic logging unless a member of Avid's support staff has advised you to do so.

To enable logging, do the following:

1. From the File menu, select Preferences.
2. Select General.

   The General Preferences dialog box appears.
3. Click the Logging and Security tab. See Figure 3-7.
4. Do one of the following in the Logging section:

   a. To enable traffic logging, select the Traffic radio button.

      -OR-

   b. To enable VDCP command logging, select the VDCP Commands radio button.
5. Do one of the following:

   a. In the Save log files in text box, enter the location where the log files are to be saved.

      -OR-

   b. To browse for the file location, click Browse. When the Browse for Folder dialog box appears, select the folder desired location for the log files to be saved in and click OK.

The log file name is auto-generated but the location where the log file is to be created is required.

   The Browse for Folder dialog disappears and the pathname selected appears in the Save log files in text box.
6. Click OK.

   A CountDown dialog box appears as shown in Figure 3-9 on page 3-26.

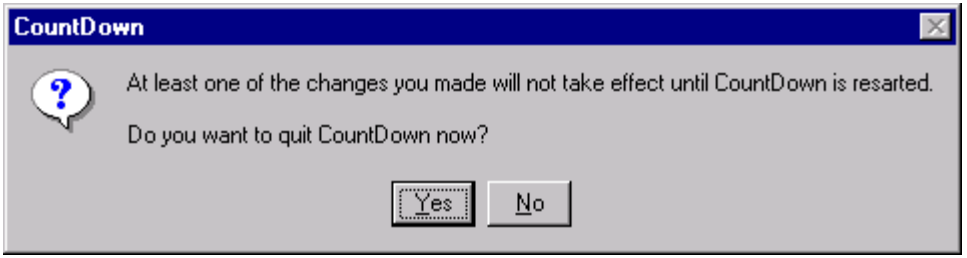

CountDown
At least one of the changes you made will not take effect until CountDown is resarted.
Do you want to quit CountDown now?
Yes
No

Figure 3-9 Restart CountDown Dialog Box

7. Click Yes.

   CountDown shuts down.

8. Restart CountDown.

   CountDown logs the information selected to the location specified.

   For traffic logging, the file name reflects the day and time the playlist was aired

   For VDCP command logging, the file name reflects the day and time the file was created. For example, a VDCP command log file titled `Wed121725` was created on a Wednesday at 12:17:25.

Disabling Logging

To disable logging, do the following:

1. From the File menu, select Preferences.
2. Select General.

   The General Preferences dialog box appears.

3. Click the Logging and Security tab. See Figure 3-7.
4. In the Logging section, select the None radio button.
5. Click OK.

A CountDown dialog box appears as shown in Figure 3-9 on page 3-26.

6. Click Yes to proceed.

   CountDown shuts down.

7. Restart CountDown.

Enabling Auto Recovery Protection

Auto Recovery protection enables CountDown to recover following an abnormal termination.

With Auto Recovery activated, essential Playout information is saved at regular intervals and can be used to recreate the on-air state prior to any abnormal termination.

To enable Auto Recovery, do the following:

1. From the File menu, select Preferences.
2. Select General.

   The General Preferences dialog box appears.

3. Click the Logging and Security tab. Check the Enable Auto Recovery check box.
4. Enter the desired automatic save interval (in seconds) in the interval spin box, or use the UP and DOWN arrows to select the value desired.
5. Click OK in the General Preferences dialog box.

   A CountDown dialog box appears as shown in Figure 3-9 on page 3-26.

6. Click Yes to proceed.

   CountDown shuts down.

7. Restart CountDown.

Auto Recovery is generally used with the CountDown_Monitor application which automatically restarts CountDown in the event of a problem.

Configuring Media-Related Functionality

Media-related functionality affects the display and handling of media events stored on an AirSPACE Server.

Configuration changes are done using the Server tab in the General Preferences dialog box. See Figure 3-10.

To access the General Preferences dialog box. Select Preferences from the File menu.

The General Preferences Dialog box appears. Click the Server tab.

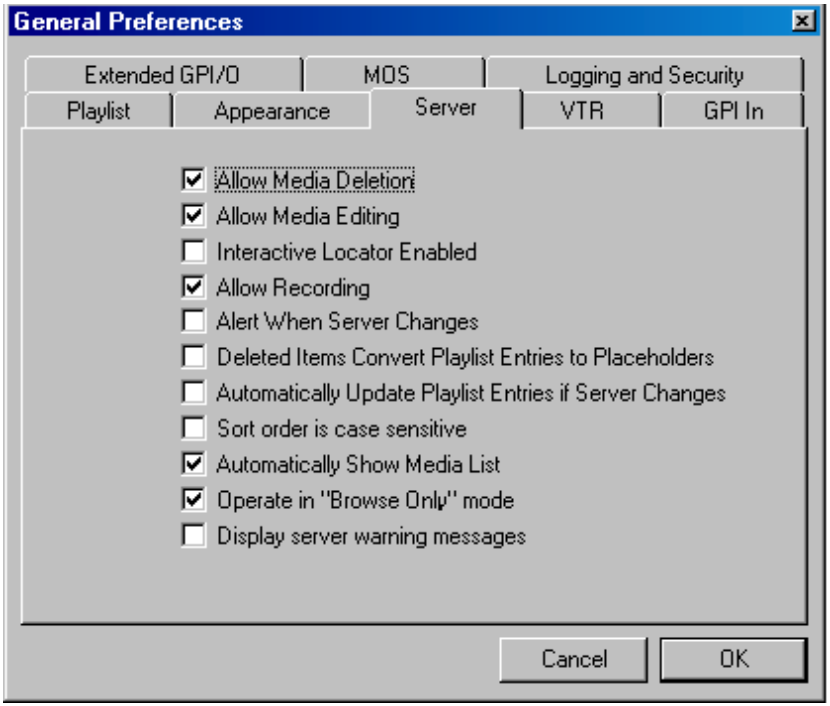


Figure 3-10 Server Tab

Enabling Media Deletion

By default, CountDown does not allow deleting of media events from the AirSPACE Server.

To enable media deletion, check the Allow Media Deletion check box.

Enabling Media Editing

By default, CountDown does not allow modification of media events on the AirSPACE Server.

To enable media editing, check the Allow Media Editing check box.

Configuring The Media Editor

Media on the server can be edited. This means IN and/or OUT points may be created restricting the playout of an event. See “Browsing Media Events” on page 4-24 for more information.

Configuring the Interactive Locator

The media editor includes a Quick Locate control allowing users to scrub through a media event quickly providing near-instant access to any part of the event.

Rapid access can cause problems with AirSPACE Servers handling several simultaneous play and / or record operations. To avoid problems caused by rapid access the default setting for the Interactive Locator is disabled.

To enable Interactive Locating, check the Interactive Locator Enabled check box.

The Interactive Locator setting also applies to the Interactive Locator in the Playlist Clip Editor. See “Editing Events” on page 5-37 for more information.

Enabling Media Recording

By default, CountDown does not allow recording new media events to an AirSPACE Server.

To enable media recording, check the Allow Recording check box.

Enabling Audible Alert for Change in Server Content

CountDown uses an audible alert whenever the content on an AirSPACE Server changes, such as when a media event is added, modified, or deleted by direct recording, network transfer, or other user activity.

To enable audible alert whenever AirSPACE Server content changes, check the Alert When Server Changes check box.

Enabling Automatic Placeholder Conversion for Missing Events

By default, CountDown retains an event in a Playlist or Shotbox even if the media for the event no longer exists on the AirSPACE Server.

When the Playlist or Shotbox is on-air, and the media for a particular event can not be found, CountDown highlights the event in the problem color to indicate it can not be played.

To enable automatic place holder for missing events no longer on the AirSPACE Server, check the Deleted Items Convert Playlist Entries to Placeholders check box.

Enabling Automatic Updating of Media Events for AirSPACE Media Changes

By default, when media on the AirSPACE Server changes, a corresponding media event in a Playlist or Shotbox does not reflect the change.

To enable automatic updating of media events for AirSPACE media changes check the Automatically Update Playlist Entries if Server Changes check box.

Enabling Case-Sensitive Sort Ordering

By default, CountDown sorts the events in the media list regardless of case.

To set CountDown to sort the events by upper case first and lower case last, enable case-sensitive sort ordering by checking the Sort order is case sensitive check box.

Configuring Default Media List Visibility

After establishing a network connection, CountDown can automatically display the media list.

To configure CountDown to automatically display the media list, check the Automatically Show Media List check box.

Enabling Browse Only Mode

To enable the Browse Only mode, do the following:

See “Server Tab” on page 3-29 for more information.

1. Check the Operate in “Browse Only” mode check box.

   CountDown checks the box labeled Automatically Show Media List.

2. Click OK.

   A CountDown dialog box appears as shown in Figure 3-9 on page 3-26.

3. Click Yes to proceed.

CountDown shuts down.

4. Restart CountDown.

In this browse only mode, the Playlist/Shotbox functions are hidden and CountDown's overall window size is reduced.

Enabling Display of Server Warning Messages

If a problem occurs on the AirSPACE Server, a warning is shown on the AirSPACE user interface. It is also possible to have CountDown display the same warning messages.

To enable the display of server warning messages, check the Display server warning messages check box.

Configuring VTR Preferences

CountDown can control a VTR for recording media events onto the AirSPACE Server. Configuring CountDown to control a VTR is done in the VTR tab in the General Preferences dialog box. See Figure 3-11.

Before setting up the CountDown software to control a VTR, make the proper physical connections between the CountDown PC and the VTR. See "Understanding VTR Control" on page 2-4 for more information.

To access the General Preferences dialog box, do the following:

1. from the File menu select Preferences.
2. Select General.

   The General Preferences Dialog box appears.

Click the VTR tab.

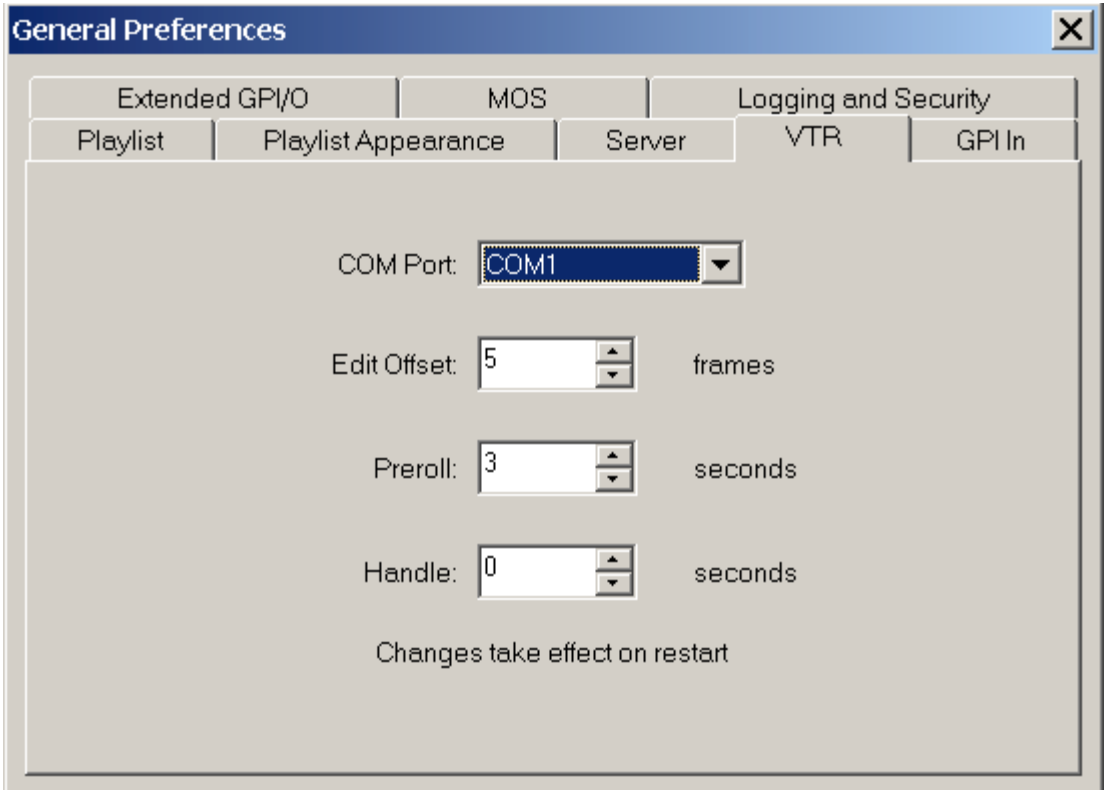


Figure 3-11 VTR Preferences

Setting the COM Port for VTR Control

To set the COM port to be used for controlling the VTR, select the desired port from the COM Port drop-down list.

The COM port selections in the Server Preferences dialog box override the COM port selection on the VTR tab in the General Preferences dialog box- See.“Establishing Communication Between AirSPACE and CountDown” on page 3-2. For example, after setting COM port 1 to control the VTR, a user configures CountDown to use COM port 1 to control an AirSPACE channel, the VTR control is disabled and the COM Port list box will reflect the change.

Setting the Edit Offset

The frame-accuracy of the recording varies depending on the VTR. Most likely, the recorded IN point will be a few frames late.

To correct frame-inaccuracy, click the Edit Offset spin box until the desired value (in frames) appears.

The correct offset depends on which VTR is used. Trial and error is the best method for determining what offset is required.

Start by entering the value corresponding with the number of frames by which the recording was inaccurate.

Setting the VTR Preroll

To set the VTR preroll (in seconds), click the Preroll spin box until the desired value appears.

The minimum VTR preroll time CountDown allows is one second.

Setting the VTR Handle

Handles are additional media recorded before and after the marked IN and OUT points of the recording. Handles do not affect the IN and OUT points. When CountDown plays the event, it does not play the media before and after the IN and OUT points.

After recording an event using handles, repositioning the IN or OUT point to include media within the handles, is done using the Browser Control Window. See “Understanding the Browser Control Dialog Box” on page 4-25.

To set the size of the handles (in seconds), click the Handle spin box until the desired value appears. Click OK and restart the PC for the changes to take effect.

Configuring GPI Functions

CountDown performs certain functions triggered by GPI inputs and can trigger other devices to perform certain functions using GPI outputs.

Configure GPI functions by using the GPI In tab and GPI /O tab respectively in the General Preferences dialog box. See Figure 3-12 on page 3-36.

Configuring GPI Inputs

Several functions of CountDown are controlled using GPI inputs. The first GPI input has the same effect as clicking the Next button. Count-Down can use the second GPI to provide either an On- Air Tally or an Online Control Enable function.

To use the second GPI input for the Online Control Enable function, see “Setting Up GPI Switching Between CountDown PCs” on page 3-10.

Before configuring the functions to be controlled, make the proper physical connections between the CountDown PC and the trigger. See “Understanding GPI Control” on page 2-4 for more information.

To access the GPI In tab, do the following:

1. From the File menu select Preferences.
2. Select General.

   The General Preferences dialog box appears.
3. Click the GPI In tab.

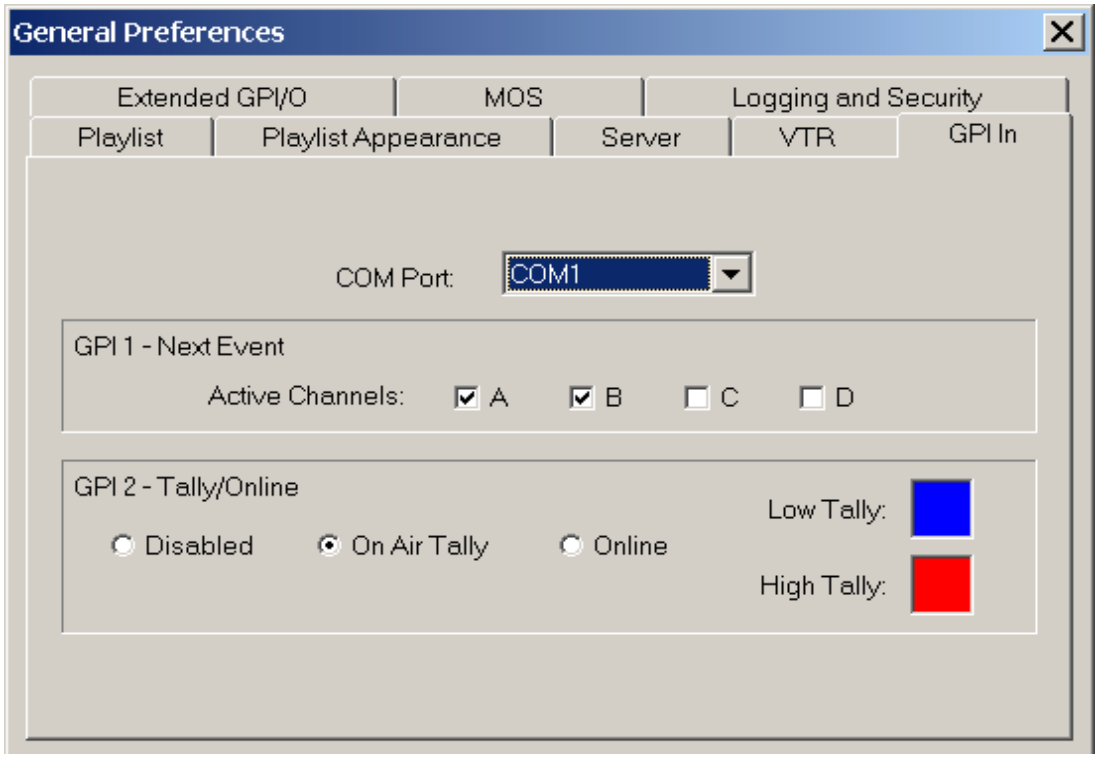


Figure 3-12 GPI In Preferences

Enabling GPI Control of the CountDown PC

Use the list box labeled COM Port to select the PC COM port connected to the trigger.

The COM port selections in the Server Preferences dialog box override the COM port selection on the GPI In tab in the General Preferences dialog box.See "Establishing Communication Between AirSPACE and CountDown" on page 3-2. For example, after setting COM port 1 to use for the GPI, a user configures CountDown to use COM port 1 to control an AirSPACE channel, the GPI control is disabled and the COM Port list box will reflect the change.

Enabling Channel Response to GPI Next Event Input

To enable a channel to respond to the GPI next event input, check the check box corresponding to the channel in the GPI 1 – Next Event section. The GPI next event input triggers the selected channels simultaneously.

Enabling On Air Tally

Playlists indicate when they are on-air by means of the color of the control bar. This color is normally the same as the Low Tally color. Setting up CountDown to use GPI 2 to receive the On Air Tally enables the color of the control bar to toggle between the Low and High Tally colors.

To enable the On-Air tally function of GPI 2, click the On Air Tally radio button in the GPI 2 – Tally / Online section.

Customizing High and Low Tally Color Indicators.

By default, red indicates High Tally and blue indicates Low tally.

To select different colors to indicate high and low tally, do the following:

1. From the GPI In tab in the General Preferences dialog box, click the status color box for the color to change.

   The Windows color pallet appears.

2. Select the desired color in the pallet and click OK.

   The Windows color pallet disappears and the box changes to the color selected.

3. Click OK.

   A CountDown dialog box appears as shown in Figure 3-9 on page 3-26.

4. Click Yes to proceed.

   CountDown shuts down.

5. Restart CountDown.

Configuring Extended GPI/O Functions

The Extended GPI / O feature of CountDown is an option that requires installation of a parallel port driver. See “Installing the Port I / O

Driver” on page 1-5 for more information. CountDown uses its PC’s parallel port to provide eight additional GPI inputs or outputs.

CountDown allows each of the eight GPIs to be configured as inputs or outputs. The parallel port of the CountDown PC may not allow the first four GPIs to be used as inputs. For further information on this topic refer to the manufacturer’s documentation accompanying the adapter. The utilities installed as part of the Port95 driver for installation can be used to test the parallel port.

Use the Extended GPI/O tab in the General Preferences dialog box to configure the Extended GPI/O functions. See Figure 3-13.

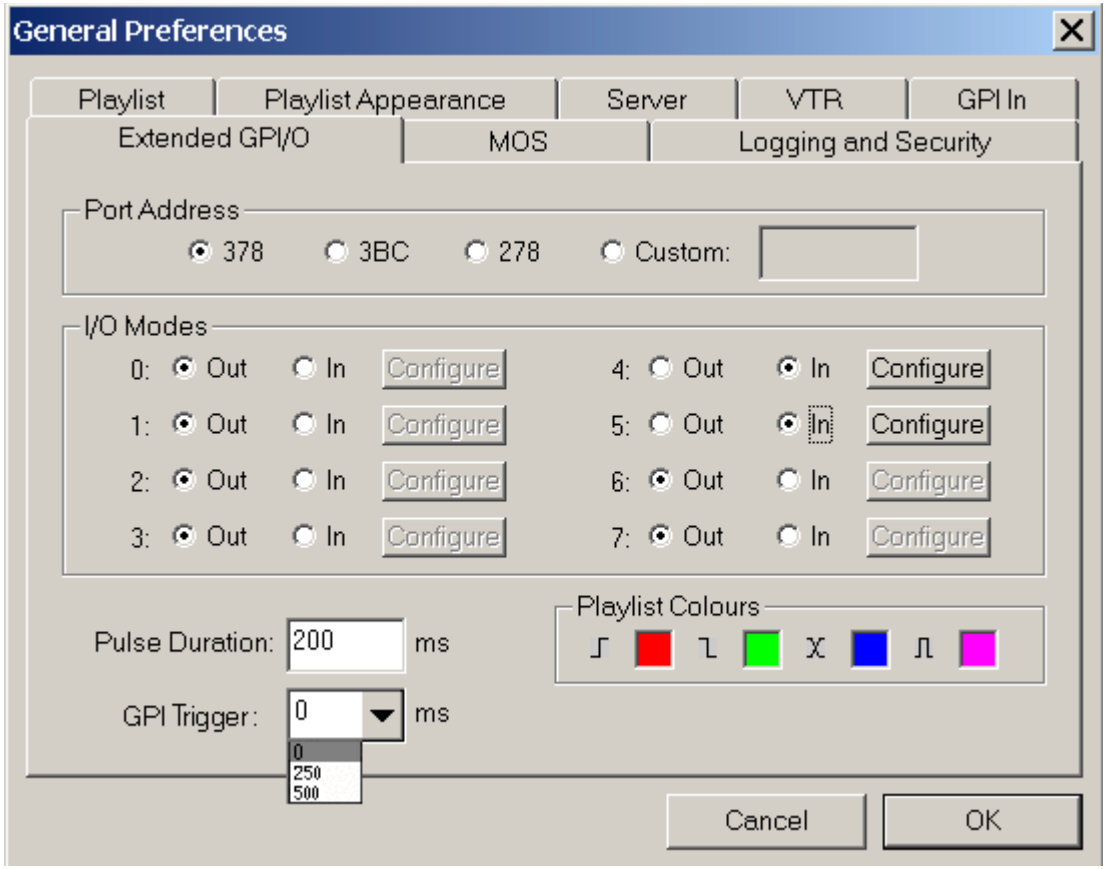


Figure 3-13 GPI/O Tab

The GPI Trigger allows configuration of the response (delay) of the GPI triggering. For instance, if two GPIs come in 200ms apart, and the GPI Trigger setting is 250 MS, both GPIs are acted upon 250ms after the first GPI is received.

Setting the Port Address

Use the radio buttons in the Port Address section to match the driver to the actual address of the parallel port.

If the correct address, expressed in hexadecimal notation, for the CountDown PC parallel port is one of the three listed, select the corresponding radio button.

The most common address for the parallel port is 378.

If the correct address is not one of the three listed, select the Custom radio button and enter the address of the CountDown PC parallel port in the text box. If the address is unknown, use the BIOS display on the CountDown PC to determine the it.

Setting the Parallel Port Usage

Each line may be configured as an input or an output. To configure a line as an output, click the Out radio button. To configure a line as an input, click the In radio button. The Configure button becomes active, which allows the function associated with that GPI input to be configured.

Setting the Input Modes

When a GPI/O line is configured as an input many functions are available for association with the selected input.

To configure the function for a particular GPI input, press the Configure button. This GPI Mode dialog box is displayed. See Figure 3-14.

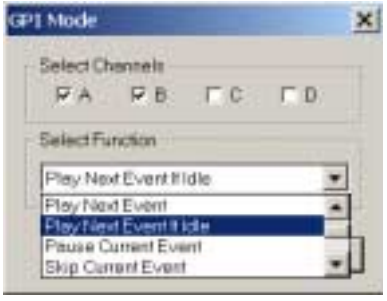


Figure 3-14 GPI Mode Dialog

Selecting the Channels

The GPI inputs can be configured to act only on playlists active in designated channels. In Figure 3-14, only playlists that are active in channels A and / or B will respond. Any combination of the four channels may be selected using the A, B, C and D check boxes.

Selecting the GPI Function

To select the GPI function, click in the Select Function drop-down combo box. The different functions become available. Selections include the following:

- Play Next Event

  This has the same effect as clicking the Next button in the playlist. CountDown will start playing the event that is currently in a ready state.

- Play Next Event If Idle

  This has a similar effect as clicking the Next button in the playlist. CountDown will start playing the event that is currently in a ready state. In this case, no action occurs unless the current event has finished playing.

- Pause Current Event

  This has the same effect as clicking the Pause button in the playlist. If there is an event playing, it will be paused. If the event is already paused, Playout will continue.

- Skip Current Event

  This has the same effect as clicking the Skip button in the playlist. CountDown will immediately abort Playout of the current event.

- Recue Current Event

  This will cause the event that is currently playing to be readied as the next event. Playout of the event is not affected and will continue normally.

- Cue Next Event

  If an event is in a ready state, this function will ready the event that follows it.

- Cue Previous Event

  This will cause CountDown to ready the item immediately prior to the event that is currently playing.

- Cue First Event

  This will cause CountDown to ready the first event in the playlist.

Cue Previous Event and Cue First Event will have no effect if the Delete Items After Playout option is selected as there will be no items prior to the current event. See "Enabling Deletion of Events After Playout." on page 3-16 for more information.

Setting the Pulse Duration

One of the functions of the GPI Outputs is to pulse the output for a specified duration.

To set the pulse duration (in milliseconds), click the Pulse Duration spin box until the desired value appears.

When OK is clicked, a CountDown dialog box appears as shown in Figure 3-9 on page 3-26. Click Yes to proceed. Restart Count-Down.

Configuring the MOS Interface

CountDown can interface with newsroom computer systems by means of the MOS (Media Object Server) Protocol.

Use the MOS tab of General Preferences to configure the MOS interface. See Figure 3-15

To access the MOS tab, do the following:

1. From the File menu select Preferences.
2. Select General.

   The General Preferences dialog box appears.

3. Click the MOS tab.

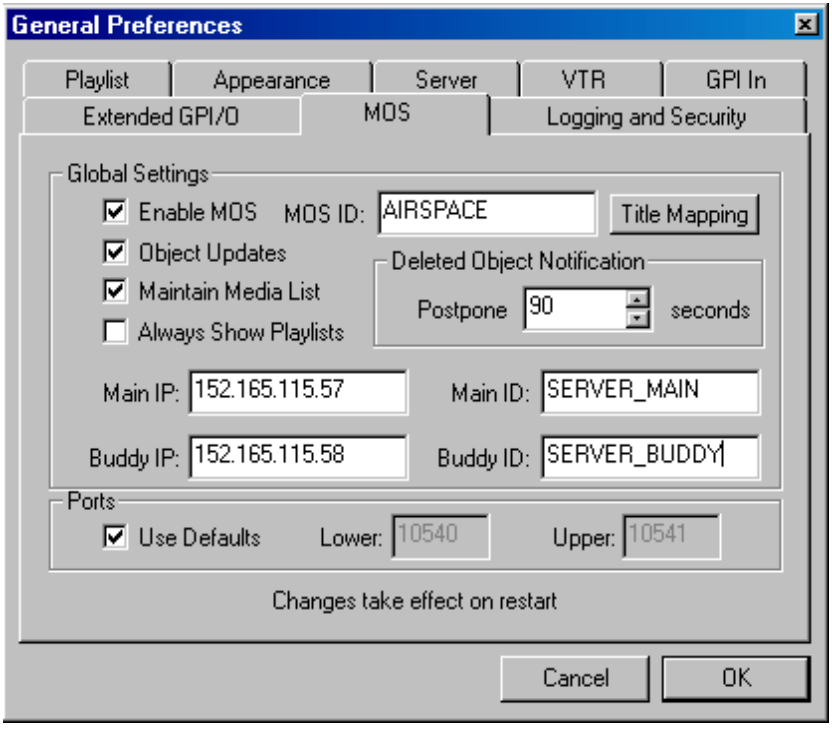


Figure 3-15 MOS Tab

Configuring the Global MOS Settings

To configure the global MOS settings to allow CountDown to interface using the MOS protocol, check the Enable MOS check box.

Enter the desired MOS ID of the CountDown / AirSPACE combination in the MOS ID text box.

The MOS ID identifies this CountDown AirSPACE combination in the MOS messages. The ID entered must match the ID configured in the newsroom computer system.

Object Updates

To ensure CountDown sends media status update messages to the newsroom computer system whenever a media item changes, check the Object Updates check box.

Maintain Media List

To allow CountDown to reconcile differences between the newsroom computer system and AirSPACE media listings, after a loss of communication or shutdown, check the Maintain Media List check box.

Always Show Playlists

By default, CountDown displays MOS playlists that have been made ready-to-air. To display all playlists regardless of ready-to-air status, check the Always Show Playlists check box.

Configuring The Playlist Title Field

To select information to show in the Title field of the playlist, click the Title Mapping button.

The MOS Playlist Title Mapping dialog is appears. See Figure 3-16.

Figure 3-16 Playlist Title Mapping Dialog Box

These selections determine the information displayed in the playlist title field.

The Object Slug option is the default. If the newsroom computer system provides this information it is displayed; otherwise, only the title of the object as it appears in the CountDown media list is displayed.

The Item IDs and Story Slugs are often machine read values, and are rarely displayed by the newsroom computer system itself.

Deleted Object Notification

The Deleted Object Notification setting postpones the transmission of item deleted messages.

During an over-write, CountDown sends the newsroom computer system a Not Available status message. During the postpone period, if AirSPACE notifies CountDown of a new item with the same ID, an updated status message is sent to the newsroom computer system, indicating the item is available again.

If no notification of a replacement item has been received from AirSPACE by the end of the postpone period CountDown will send the item deleted message.

Items on the AirSPACE Server can be a result of network transfer rather than direct recording. In this case, these items must be over-written rather than creating new events for them.

During the over-write process, AirSPACE sends CountDown a sequence of media status messages, the first being an indication that the item has been deleted. It would be inappropriate to pass this deleted message on to the newsroom computer system, since the item will be re-instated.

If the AirSPACE is running version 2.6.2 or later which features the “Play While Transfer” option it will be possible to use a much shorter postpone time, as items will be playable within a few seconds of the transfer commencing.

To set the deleted object notification value, enter the number of seconds desired for the message delay in the postpone spin box

Configuring the Ports Used

When using MOS Protocol two TCPIP / IP connection ports are required.

The defaults, as defined in the MOS Protocol Specification, are 10540 and 10541.

To select the MOS default port specification, check the Use Defaults check box in the Ports section on the MOS tab of the General Preferences dialog box.

Newsroom computer systems can use non-standard ports. To use non-standard ports, make sure the Use Defaults box is not checked and enter the desired port numbers in the Lower and Upper text boxes in the Ports section on the MOS tab of the General Preferences dialog box.

Configuring the Newsroom Computer System

For CountDown to originate messages, it needs to know the IP address of the newsroom computer system and its main ID. These are configured in the Global Settings section on the MOS tab of the General Preferences dialog box.

To configure the IP address of the newsroom computer system, enter the host name or IP address into the Main IP text box.

To configure the ID of the newsroom computer system, enter the desired ID in the Main ID text box.

Entries in the Buddy IP and Buddy ID text boxes are not required when using the iNEWS Newsroom Computer System.

After configuring the system, click OK and restart CountDown.

Understanding the Status Displays

When CountDown runs, it also monitors the state of the network and serial connections to the AirSPACE Server. The status of the network and serial connections is displayed on the Status Bar at the bottom of the CountDown window. See Figure 3-17.

Figure 3-17 Server Port and Network Status Indicators

Understanding Serial Port Status

CountDown uses four colors to indicate four types of status for serial ports. The colors and their meanings are as follows:

- Green—Good connection.
- Red—CountDown has tried to establish a VDCP connection with the AirSPACE Server but failed. Ensure that the AirSPACE Server is not in Local mode, and that a cable is not disconnected.

  Should a serial port fail to open, an error dialog box appears. See Figure 3-18.

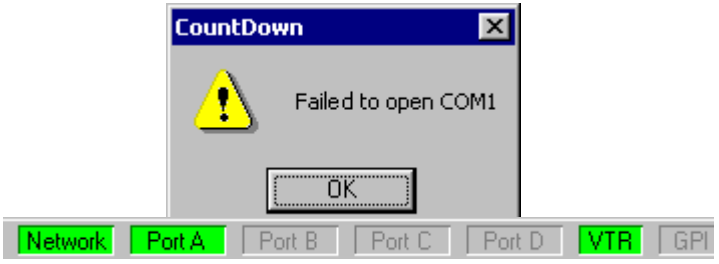


Figure 3-18 Serial Port Error Message

If a Failed to open port message is displayed, make certain another application is not already using the port.

- Yellow—Port has opened correctly but CountDown has made no attempt to communicate with the AirSPACE Server.

Yellow is seen when an offline CountDown PC is switched online. Yellow remains only briefly.

- Gray—The port is not in use by CountDown.

If communication on any of the connections fails and is restored, CountDown reopens the port and establishes communication.

Network Status

The network status is checked at frequent and regular intervals. If a problem is detected, the network connection is closed and attempts to reopen it are made. CountDown displays the status of the network on the status bar at the bottom of the CountDown window. See Figure 3-17.

CountDown uses three colors to indicate three types of status for the network connection. The colors and their meanings are as follows:

- Green— Good connection.
- Red—Serious problem such as, the network connection is broken, the AirSPACE user interface is down, or the AirSPACE Server is down.
- Yellow—CountDown is trying to connect to the AirSPACE Server.

CountDown establishes network and serial port connections as it starts up and, unless a problem with either the network or any serial ports occurs, it remains connected until shut down.

AirSPACE Mirroring Status

See “Configuring Backup Server Installations” on page 3-7.

If channel mirroring is selected, CountDown displays the status of the two AirSPACE Servers in the status bar at the bottom of the CountDown window. See Figure 3-19.

Figure 3-19 Server Changeover Status Display

CountDown uses three colors to indicate three types of status for the two AirSPACE Servers. The colors and their meanings are as follows:

- Green—CountDown is using the primary AirSPACE as the main server.
- Red—The primary AirSPACE Server has failed and CountDown is using the standby AirSPACE Server.
- Gray—Mirroring is not enabled for this channel.

CHAPTER 4

Managing Media Events

In This Chapter

This chapter describes how to manage media events on the AirSPACE Server. Included are the following:

- Browsing the Media List
- Modifying Media Event IDs and Titles
- Searching for Media Events
- Recording New Media Events
- Updating the Media Information
- Deleting Media Events from the AirSPACE Server
- Browsing Media Events

Browsing the Media List

After CountDown establishes a network connection to the AirSPACE Server and loads the media information, the list of media events may be browsed.

To browse the list of media events use the Media List toolbar shown in Figure 4-1.

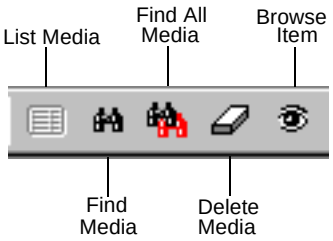


Figure 4-1 Media List Toolbar

Showing the Media Events On the AirSPACE Server

To show the media list, the Show window when listing completed check box in the General Preferences dialog box must be checked.

See “Configuring Default Media List Visibility” on page 3-32 for more information

To show the media list, do one of the following:

a. Select List Media in the Server drop-down menu.

   -OR-

b. Click the List Media button on the Media List toolbar. See Figure 4-1 for more information.

   -OR-

c. Type CTRL-L.

The list of media events on the AirSPACE is shown.

The media events shown in red have IDs no longer than eight characters These events cannot be added to playlists or shotboxes because they cannot be played on the AirSPACE using VDCP protocol.

Sorting the Media List

CountDown enables sorting the media list by column data and in ascending or descending order.

The way a media list is sorted depends on having case-sensitive sorting enabled in the Server tab of the General Preferences dialog box. See “Enabling Case-Sensitive Sort Ordering” on page 3-32.

To select the criteria for sorting the media list, click the sort buttons located at the top of the media list. See Figure 4-2. CountDown highlights the sort field using background color.

To toggle the sort order, ascending or descending, click the sort button again.

Figure 4-2 Sort Buttons

Resizing Media List Columns

To resize a media list column, click the bar between two sort buttons and drag the pointer right to enlarge the column and left to shrink the column.

Rearranging Media List Columns

To rearrange the six columns in the media list, click on the sort button for that column and drag it to the desired location.

Restoring Media List Column Layout

To restore media list column layout to the default setting, select Reset Columns from the Server drop-down menu.

Modifying Media Event IDs and Titles

A media event ID or title associated with a media event may be changed.

These functions require version 2.6 of AirSPACE software or later.

Changing A Media Event Title

To change the title of a single media event to the following:

1. Select the item in the Media List.
2. Select Rename Item from the Server drop-down menu. The Change Media Item Title dialog box, shown in Figure 4-3, appears.

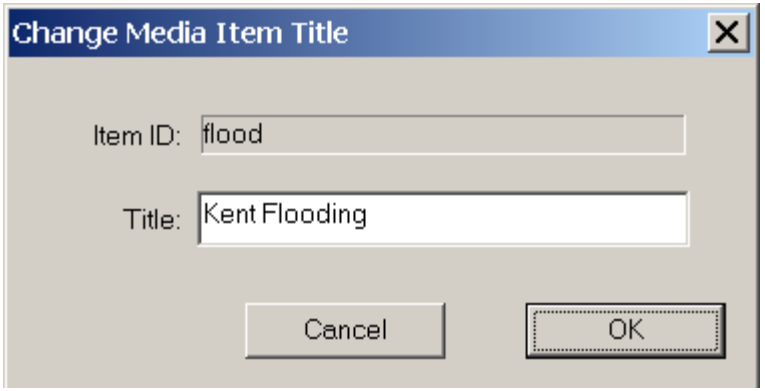


Figure 4-3 Change Media Title Dialog

3. Modify the title in the Title text box.
4. Click OK to update the media event on the server.

Changing A Media Event ID

To change the ID of a single media event, do the following:

1. Select the item in the media list.
2. Select Change Media ID from the Server drop-down menu. The Change Media Item ID dialog box appears.

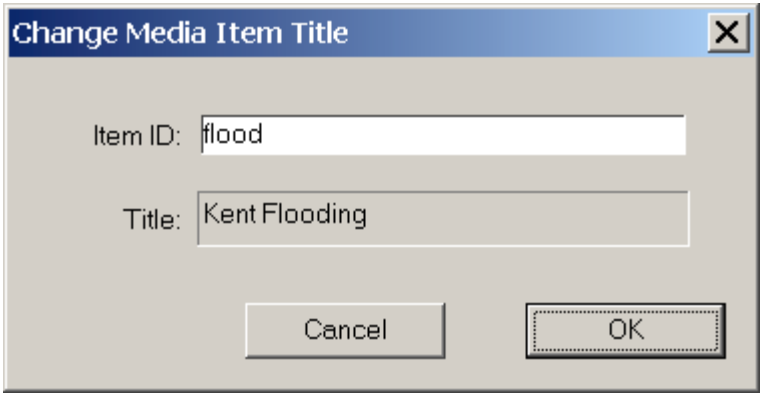
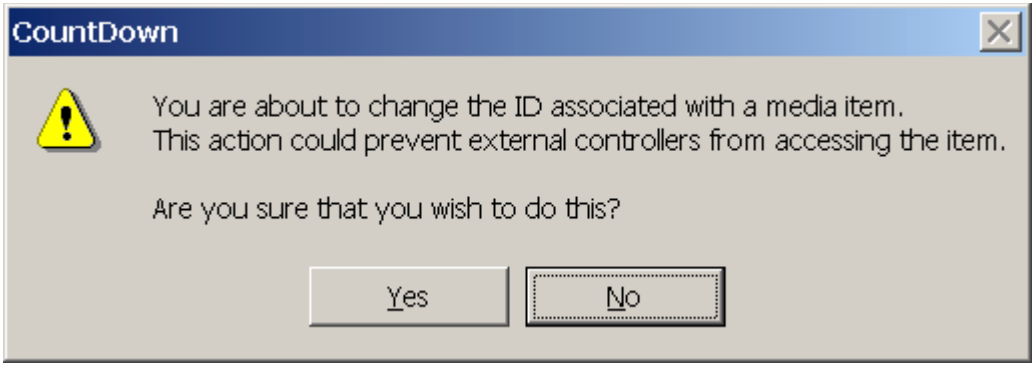


Figure 4-4 Change Media ID Dialog

3. Modify the title in the Item ID text box.
4. Click OK to update the media event on the server.
5. A warning dialog is shown.


CountDown
You are about to change the ID associated with a media item.
This action could prevent external controllers from accessing the item.
Are you sure that you wish to do this?
Yes
No

6. Click Yes to proceed with renaming the media item

Figure 4-5 Change Media ID Warning Dialog

Searching for Media Events

To search for events in the media list, do one of the following:

a. Use the Find Media dialog box.

   See “Using the Find Media Dialog Box” on page 7 for more information.

   -OR-

b. Type the first few letters of the title.

   Click the Title sort button and type the first few letters of the title.

   CountDown selects the first event whose title begins with those letters.

   -OR-

c. Type the first few letters of the ID.

   Click the ID sort button and type the first few letters of the ID.

CountDown selects the first event whose ID begins with those letters.

CountDown also displays the keyword typed in the media list status bar located at the bottom of the media list. See Figure 4-6.

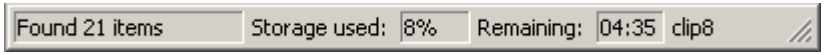


Figure 4-6 Media List Status Bar

The speed letters for the key word are typed affects the search for the keywords. If consecutive letters with intervals of less than one second between keystrokes are typed, CountDown interprets the input as a single key word. If letters are typed with longer than one second intervals between keystrokes, CountDown interprets the following letters as the beginning of a ***new*** *keyword.*

Using the Find Media Dialog Box

The Find Media dialog box allows searching for media events in the list using several criteria.

To access the Find Media dialog box, select Find in the Server drop-down menu or click the Find Media button on the Media List toolbar, See Figure 4-1.

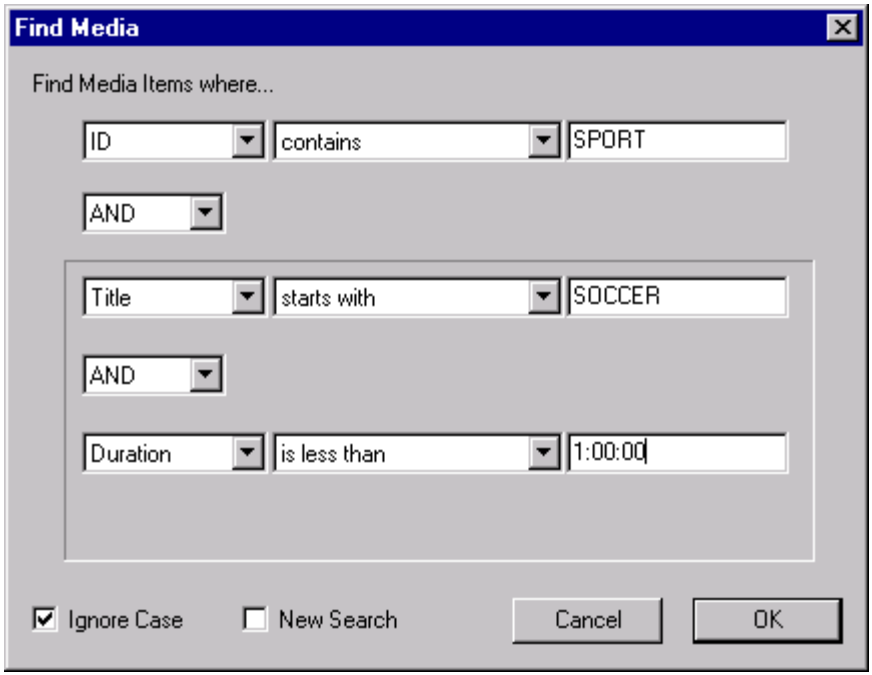


Figure 4-7 Find Media Dialog Box

Searching

The list may be searched by event ID, title, duration, or modification date. Events may be searched using a single criterion or a combination of up to three criteria. For instance, search for events whose IDs start with Event or search for events whose IDs start with Event, whose title does not include Test, and whose duration is less than 15 seconds.

To conduct a search, do the following:

1. Select ID, Title, Duration, or Modification Date from the first list box in the Find Media dialog box.
2. Select the search parameter from the second drop-down list box such as contains, does not contain, is less than.

3. For ID, Title, and Duration criteria, type the character string that applies to the search parameter needed to find the event.

   For the Modification Date criteria, enter the date and time each in appropriate text box.

4. To incorporate a second criterion in the search, do the following:

   a. Select AND or OR. CountDown activates the second search level.

   b. Repeat steps 1–3 for the second search level.

      If AND is selected, CountDown searches for events that satisfy both criterion. If OR is selected, CountDown searches for events that satisfy either criterion.

5. To incorporate a third criterion in the search, do the following:

   a. Select AND or OR for the second search level.CountDown activates the third search level.

   b. Repeat steps 1–3 for the third search level.

      If AND is selected, CountDown searches for events that satisfy the third criteria and the combination of the first two criterion. If OR is selected, CountDown searches for events satisfying either the third criterion or the combination of the first two criterion.

6. To make the search case-sensitive, uncheck the Ignore Case checkbox. To make the search case-insensitive, check the Ignore Case checkbox.

7. Click OK.

   CountDown updates the media list with the events that match the criteria specified. If no events match the specified criteria, CountDown lists no media in the media list.

When using the modification date criteria ensure that the time zone and Greenwich Mean Time is properly set on the CountDown Server.

Restricting a Search

The search may be restricted by searching the results of an initial search.

See “Find Media Dialog Box” on page 4-8.

To restrict a search, access the Find Media dialog box and repeat the steps performed in the initial search using different criterion. CountDown will search only in the list generated by the initial search.

Starting a New Search

See “Searching” on page 4-8.

To start a new search, check the New Search option in the Find Media dialog box.

The New Search option is the default option if a media list contains no items.

Canceling a Search

To cancel the result of a search and restore the full media list, select Find All from the Server drop-down menu, or click the Find All Media button on the Media List toolbar, see Figure 4-1.

Recording New Media Events

CountDown can control all available record channels simultaneously. Make the necessary connections on all devices involved in the recording. See Chapter 2 for details.

Before recording, make sure recording is enabled in the General Preferences dialog box. See “Enabling Media Editing” on page 3-30.

Performing Manual Recordings

For manual recording, set up an event to record and manually start the recording at the desired time.

To manually record media to the AirSPACE Server, do the following:

1. Set the channel to use for recording to Local on the AirSPACE user interface. Refer to the *Avid AirSPACE Installation and User's Guide* for more information.
2. From the Server drop-down menu, select Record, Manual, and Name. The Name is the controller name for the AirSPACE channel to be used. Next, the CountDownManual Record dialog box appears. See Figure 4-8.

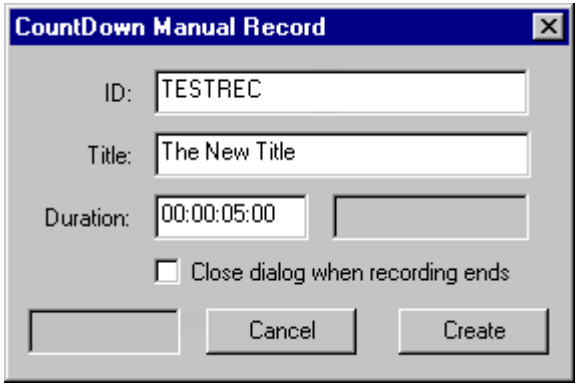


Figure 4-8 Manual Record Dialog Box

3. Enter the ID, title, and duration of the event being created.

The event may not be created if its ID already exists on the AirSPACE Server. CountDown remembers the last record duration used.

4. To perform a single recording, and have the Manual Record dialog box disappear when recording of the event has finished, select the check box called Close dialog when recording ends.

5. Click Create.

   The new event is created and the AirSPACE channel is placed in Record Standby. The Create button changes to a Record button.

6. Click Record to begin recording.

   CountDown records for the duration specified.

   To stop recording before the duration has elapsed, click Stop. When stopped in this way, CountDown reflects the new duration in the media list.

7. Click cancel to cancel recording after the event has been readied, but before clicking Record.

8. Repeat steps 1 through 6 to perform another manual recording while the current recording is taking place.

   CountDown opens a separate Manual Record dialog box, which is for the channel to perform the subsequent recording on.

The Return and Enter keys have different functions when used with the record dialog. Use the Return key to complete an entry in the duration field. It also validates the entry and converts it to a valid timecode. Use the Numeric Enter key the same as clicking the Create/Record/Stop button.

Recording from a VTR

CountDown provides control of the record process.

To record media onto the AirSPACE Server from a VTR, do the following:

1. Ensure the channel used for recording is set to local on the AirSPACE user interface. Refer to the *Avid AirSPACE Installation and User's Guide* for information on setting the channel to local mode.

2. From the Server drop-down menu, select Record, VTR, and Name. The Name is the controller name for the AirSPACE channel to be used. The VTR Record dialog box appears. See Figure 4-9.

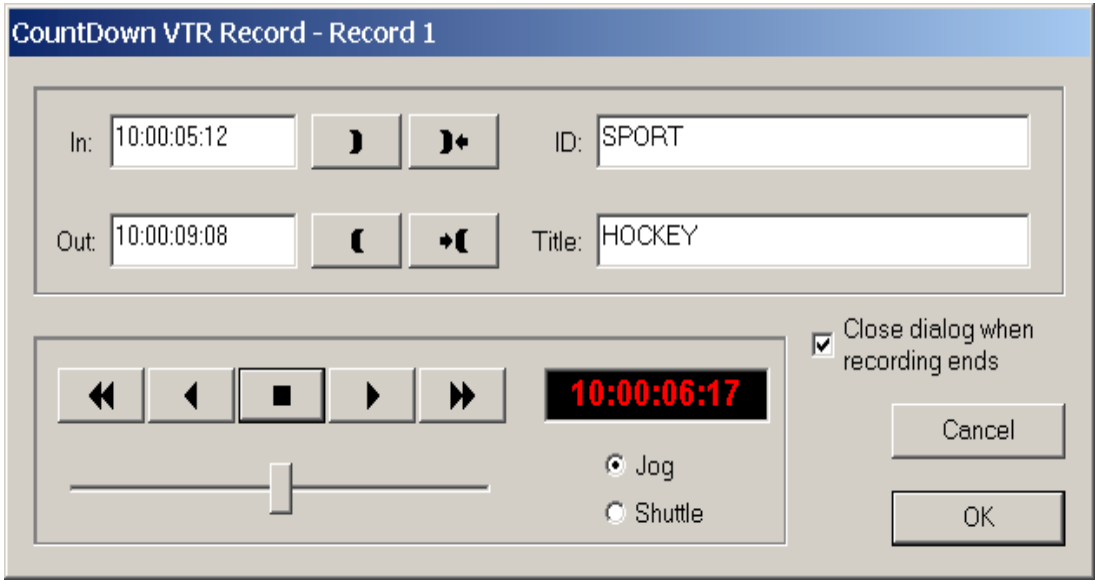


Figure 4-9 VTR Record Dialog Box

3. Enter the ID of the event you want to create in the ID text box.
4. Enter the Title of the event you want to create in the Title text box.

The event may not be created if the ID already exists on the server.

5. Mark the IN and OUT points for the media on the VTR by doing one of the following:

   a. Use the Mark IN and Mark OUT buttons.

   -OR-

   b. Enter the IN and OUT points in the In and Out text boxes.

To find the media for recording, browse the media on the VTR. See “Browsing the VTR Media” on page 4-14 for more information.

When entering In or Out points, do not type colons (:). CountDown converts the entry to a valid timecode. For instance, 12205, converts to a valid timecode of 00:01:22:05 and 17820 converts to 00:02:18:20.

Use the return key to complete an entry in the duration field. It also validates the entry and converts it to a valid timecode.

Use the enter key the same as clicking the Create, Record, Stop, Mark IN, and Mark OUT buttons.

6. Click cancel to cancel recording after the event has been readied, but before clicking Record.
7. Click OK.

See "Setting the VTR Handle" on page 3-35.

CountDown creates the event, cues the VTR, puts the AirSPACE Server into standby, pre-rolls the VTR, and records the media. CountDown begins the recording at the specified time before the IN point and ends recording at the specified time after the OUT point.

Browsing the VTR Media

The controls in the VTR Record dialog box may be used to control the VTR to search for media. The following sections describe the functions of the VTR Record dialog box.

Using Cue and Mark Controls

There are four buttons near the In and Out text boxes.

The first button is the Mark IN button. Use the button to mark the IN point of the ingest media.

The second button is the Mark OUT button. Use this button to mark the OUT point of the ingest media.

The third button is the IN Cue button. Use the IN Cue button to cue the VTR to the IN point of the edit.

The fourth button is the OUT Cue button. Use the OUT Cue button to cue the OUT point or last frame of the edit.

Using the Transport Controls

The VTR Record dialog box has five Transport Control buttons used for controlling the VTR. The buttons are shown in Figure 4-10.

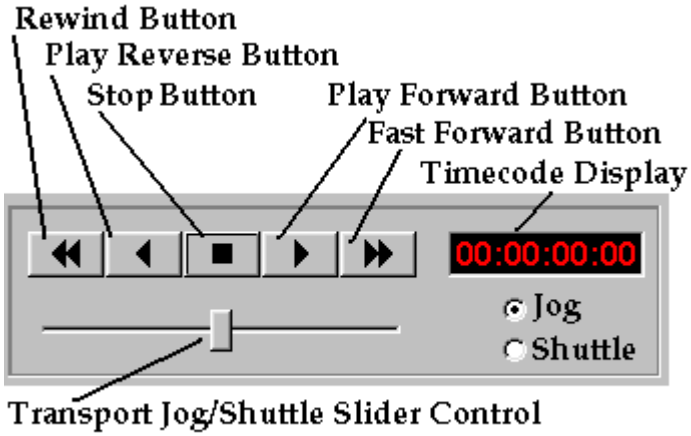


Figure 4-10 VTR Record Transport Control Buttons

Below the Transport Control buttons is a slider. The slider is used either as a jog control or a shuttle control. Select the Jog or Shuttle radio button located to the left of the slider to assign the function to the slider.

To use the slider, drag the slider back and forth with the cursor or use the left and right keyboard cursor keys to jog the VTR one frame at a time.

The Timecode Display

The timecode display is located next to the Transport Control buttons. This display shows the timecode from the VTR.

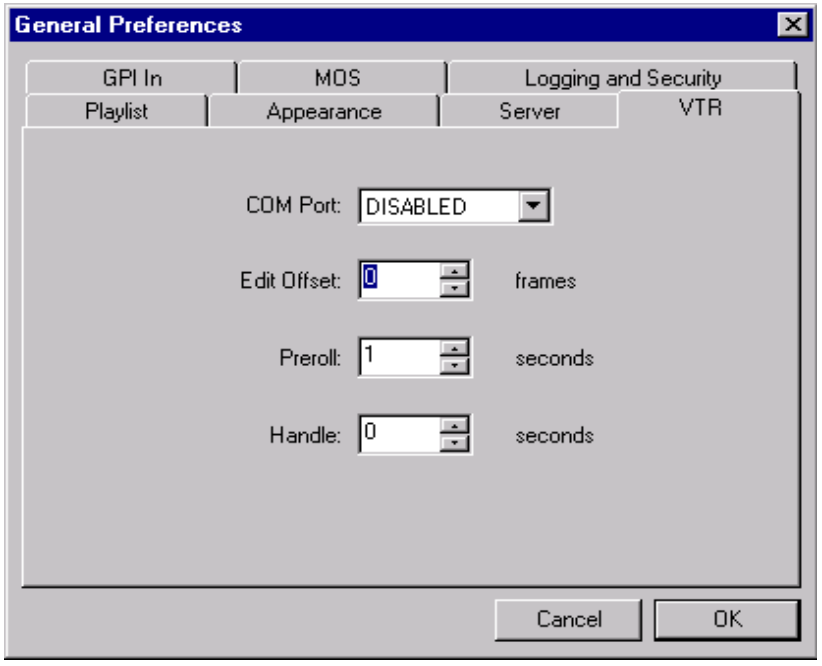
Correcting Frame-Inaccuracy

The frame-accuracy of the recording varies depending on the VTR. The recorded IN point will be a few frames late.

To correct the frame-inaccuracy, do the following:

1. From the File drop-down menu, select Preferences.
2. Select General.

   The General Preferences dialog box appears.
3. Select the VTR tab.



4. Click the Edit Offset spin box until the desired value, in frames appears.

   The correct offset depends on the VTR being used. Trial and error is the best method to determine what offset is required. Start by entering the value that corresponds to the number of frames by which the recording was inaccurate.

Performing Time-Of-Day Recordings

CountDown can automatically perform a recording at a specific time of day.

To set up a record for CountDown to perform later, do the following:

1. Ensure the channel to be used for recording is set to local on the AirSPACE user interface. Refer to the *Avid AirSPACE Installation and User's Guide* for information on setting the channel to Local mode.
2. From the Server drop-down menu, select Record.
3. Select Time of Day.
4. The Add New Record Event dialog box appears. See Figure 4-11

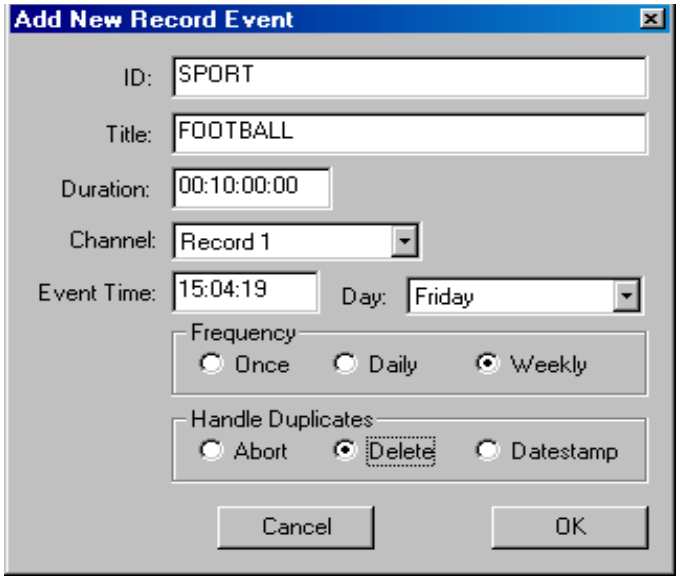


Figure 4-11 Add New Record Event Dialog Box

5. Enter the ID, Title, and duration of the event for CountDown to create in the applicable text boxes.

The event may not be created if the ID already exists on the server.

6. In the Channel list box, select the channel to be used for the recording.
7. In the Event Time text box, enter the time of day to start recording.
8. Use the appropriate radio button to select the Frequency for the recording.
   - To perform the recording only one time, select the Once radio button.
   - To perform the recording at the same time every day, check the Daily Radio button.

A recording may be set up to seven days in advance.

- To perform the recording at the same time on the same day each week, use the Day list box to select the day of the week and check the Weekly radio button.

9. Use the radio buttons in the Handle Duplicate section to indicate what action should be taken by CountDown if an item with the selected ID already exists on the server when the recording takes place. the options are:
   - Abort - the recording is aborted.
   - Delete - the existing item is deleted and a new one created with the selected ID.
   - Datestamp - CountDown appends the current time and date to the selected ID.

Datestamp usually creates an item with an ID greater than eight characters, which may not be played. Use “Changing A Media Event ID” on page 4-5 to change the ID to one made up of eight characters or less.

An event with an identical ID may be created after the record event is set up but before the recording actually takes place.

10. Click OK.

    If the recording has no conflicts, CountDown adds it to the Timed Events list. See “Understanding the Timed Events List” on page 4-20.

    The recording is readied five seconds before the scheduled time and begins recording at the scheduled time.

If a duplicate ID exists and the Delete option was selected the duplicate item will be deleted five seconds before the scheduled time and the recording cued at one second before.

When CountDown begins recording the event, a Record Progress dialog box appears showing the progress of the recording. To stop the recording before the specified duration has elapsed, click the Stop button.

Figure 4-12 Record Progress Dialog Box

Understanding the Timed Events List

The Timed Events list shows all events scheduled to record or play out at a specific time of day. CountDown saves the information in this list even after CountDown is closed.

The events are stored in a file called `Record_Events.evt` in the same folder as the CountDown application. Do not delete this file or attempt to edit it.

See “Enabling Automatic Activation of Time-Of-Day Events” on page 3-18.

Record events appear in the list immediately after they are created. If the Auto-Activate Clock Event Lists box is checked in the General Preferences dialog box.Playout events appear only when the playlists that contain them are on air.

After a Record event finishes recording, CountDown does one of the following:

a. If the event was scheduled to be recorded once, CountDown deletes the entry from the list.

-OR-

b. If the event was scheduled to be recorded daily, CountDown advances the date to the following day.

-OR-

c. If the event was scheduled to be recorded weekly, CountDown advances the date to the following week.

When auto-activation of clock events is enabled CountDown:

a. Plays to air the list containing those events five seconds before the scheduled playout time of the first Time-Of-Day event.

b. Readies the playout event.

c. Plays it at the scheduled time.

d. CountDown plays activated lists in a single channel—the channel the first Time-Of-Day event is assigned to.

e. After the events have played, CountDown removes them from the list.

When auto-activation of clock events is not enabled, the events appear in the list when played to air and CountDown removes them after they have played out.

To open the Timed Events list, select Show Events from the Window drop-down menu or click the Show Events button on the Playlist / Shotbox toolbar shown in Figure 5-2.

Figure 4-13 Timed Events List

Deleting a Time-Of-Day Recording from the Timed Events List

To delete a Record entry or group of Record entries from the Timed Events list, do the following:

1. Select the entry or entries.
2. From the Server drop-down menu, select Record.
3. Select Delete Recordings.

To delete a playout entry from the Timed Events list, change its Playout mode to something other than Time-Of-Day. See “Assigning Event Playout Mode” on page 5-30.

Updating the Media Information

The AirSPACE Server continually informs CountDown of changes that occur to its media database. Media information updates may also be done manually.

To manually update the media information, select Refresh from server in the Server drop-down menu.

Deleting Media Events from the AirSPACE Server

Before deleting media, make sure you have enabled media deletion in the General Preferences dialog box. See “Enabling Media Deletion” on page 3-30 for more information.

To delete media from the AirSPACE Server, do the following:

1. From the Media list, select the event or group of events to be deleted.
2. Select Delete Media from the Server drop-down menu or click the Delete Media button on the Media List toolbar. See Figure 4-1.

   A dialog box appears requiring confirmation of the deletion.
3. Click Yes to confirm each individual deletion or click Yes To All to confirm the deletion of the entire selection.

CountDown deletes the selected media events from the AirSPACE Server.

There is no undo for deletions.

If the event is in use, it will not be deleted and a dialog is displayed to alert the user.

Browsing Media Events

CountDown can control the browsing of AirSPACE media events using the network connection. It does this using a video monitor connected to a record or playlist port of the AirSPACE Server. Network browsing uses a different AirSPACE channel from those used for playout control.

Media Browsing is also possible even when no dedicated network channel is available. CountDown will use the channel assigned to Port A provided that no playlist is on air in that channel. It is possible to edit the media IN and OUT points by direct user entry as well.

To browse the media events on the AirSPACE Server, do the following:

1. If necessary, show the media list by selecting List Media from the Server drop-down menu.
2. Open the Browser Control dialog box by doing one of the following:
   a. Double-click the event to browse.

      -OR-

   b. Select the event to browse and select Browse Item from the Server drop-down menu.

      -OR-

   c. Select the event to browse and click the Browse Item button on the Media List toolbar (see Figure 4-1).

   The Browser Control dialog box appears. See Figure 4-14.

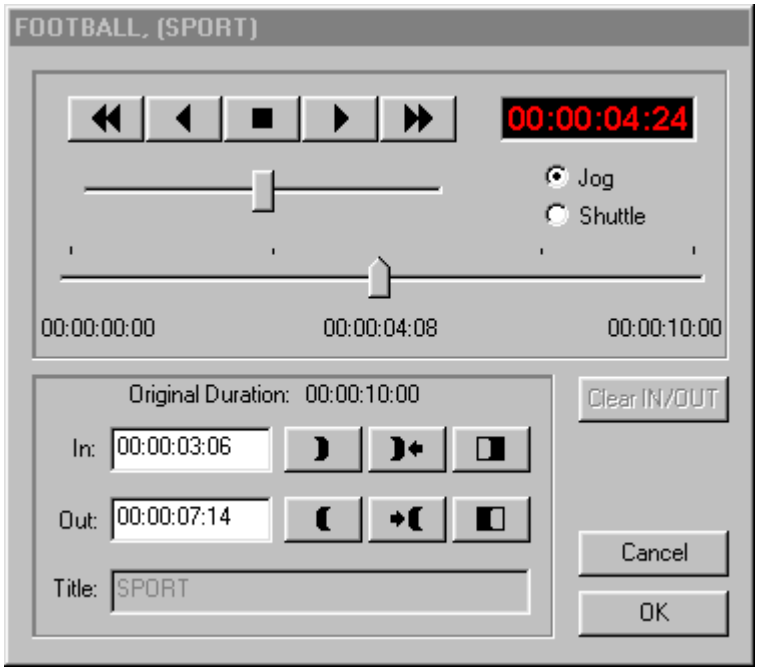


Figure 4-14 Browser Control Dialog Box

3. Use the Browser Control Dialog Box to cue, jog, fast-forward, rewind, or play the event. See “Understanding the Browser Control Dialog Box” on page 4-25.

Understanding the Browser Control Dialog Box

See “Using the Clip Editor” on page 5-39 for more information.

The Browser Control dialog box operates similar to the Clip Editor and can also be used to edit events.

See “Assigning a Channel for Browsing” on page 3-6 for more information.

The Browser Control dialog box allows browsing of an event at any time, even if no browse channel is assigned.

When no browse channel is available, CountDown restricts the functionality of the Browser Control dialog box. It only allows manual entering or clearing of the IN and OUT points; the Transport Controls, Mark IN and Mark OUT buttons, and the Cue buttons are disabled.

Using Cue, Mark, and Clear Controls

Next to the In and Out text boxes, there are six buttons:

The first button is the Mark IN button. Use the button to mark the IN point of the ingest media.

The second button is the Mark OUT button. Use this button to mark the OUT point of the ingest media.

When the browser is open IN and OUT points may be changed without affecting the values associated with the stored media.

The third button is the Cue IN button. Use the Cue IN button to cue the VTR to the IN point of the edit.

The fourth button is the Cue OUT button. Use the Cue OUT button to cue the OUT point or last frame of the edit.

The fifth button is the Clear IN button. Use the Clear IN button to clear the IN point of the event.

The sixth button is the Clear OUT button. Use the Clear OUT button to clear the OUT point of the event.

The Clear IN and Clear OUT buttons only affect the points currently set in the editor; they do not clear any points already associated with the clip.

When the desired IN points and OUT points have been selected, click OK to update the AirSPACE media with the new values. There will be a short delay while these values are updated.

If the event being browsed already has IN and/or OUT values set any new values will be added to the existing values. For instance, the clip already has an IN point set at 5 seconds and the browser is used to set a new IN point of 5 seconds. When OK is clicked to update the event, it will now have an IN point value of 10 seconds.

Clearing Existing IN and OUT Points

When it is necessary to remove any IN and / or OUT points associated with the clip, click the Clear IN / OUT button. This will close the browser and remove any IN and / or OUT points currently associated with the clip. There will be a short delay while these values are updated.

Operating in Browse-Only Mode

CountDown may be used as a media browser that enables viewing and browsing of the media on the AirSPACE Server without requiring RS-422 connections.

To set CountDown to run in browse-only mode, do the following:

1. From the File drop-down menu, Select Preferences.
2. Select General.

   The General Preferences dialog box appears.
3. Select the Server tab.

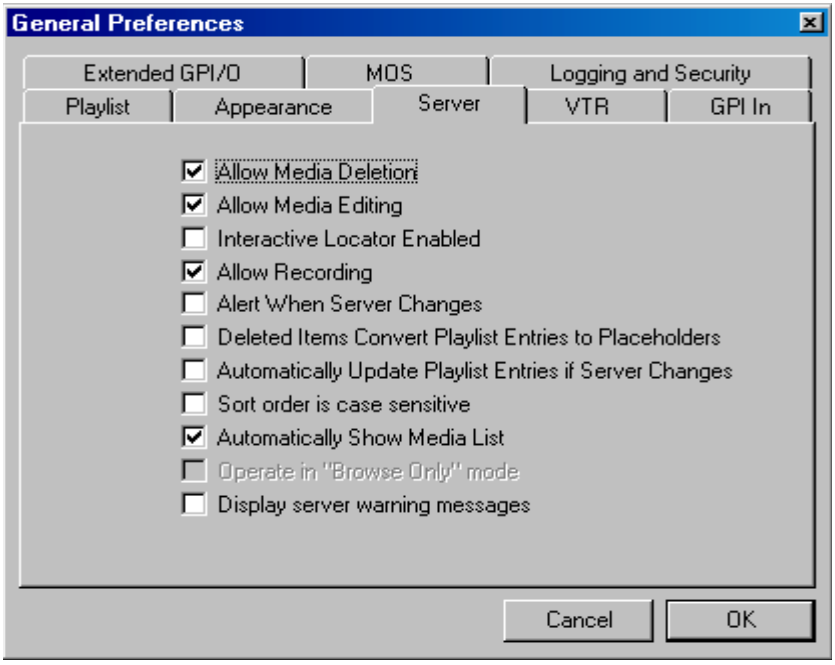


Figure 4-15 General Preferences Server Tab Selected

4. Check the Operate in Browse-Only mode check box.

   CountDown checks the check box labeled Automatically Show Media List.
5. Click OK.

   A dialog box appears stating that the change made requires restarting CountDown.
6. Click Yes.

CountDown closes.

When CountDown is re-opened, a smaller window displays the media list. See “Browsing Media Events” on page 4-24 for more information

CHAPTER 5

Managing Play Lists

In This Chapter

This chapter provides instructions for building, modifying, and playing playlists.

The following topics are discussed:

- Understanding a Playlist
- Building a Playlist
- Opening an Existing Playlist
- Modifying Events in the Playlist
- Playing a List to Air
- Importing a Playlist
- Exporting a Playlist
- Other Playlist Functions
- Operation With MOS Protocol

Understanding a Playlist

A playlist allows rapid assembly, modification, and playing out sequences of media events. Figure 5-1 shows a typical playlist window.

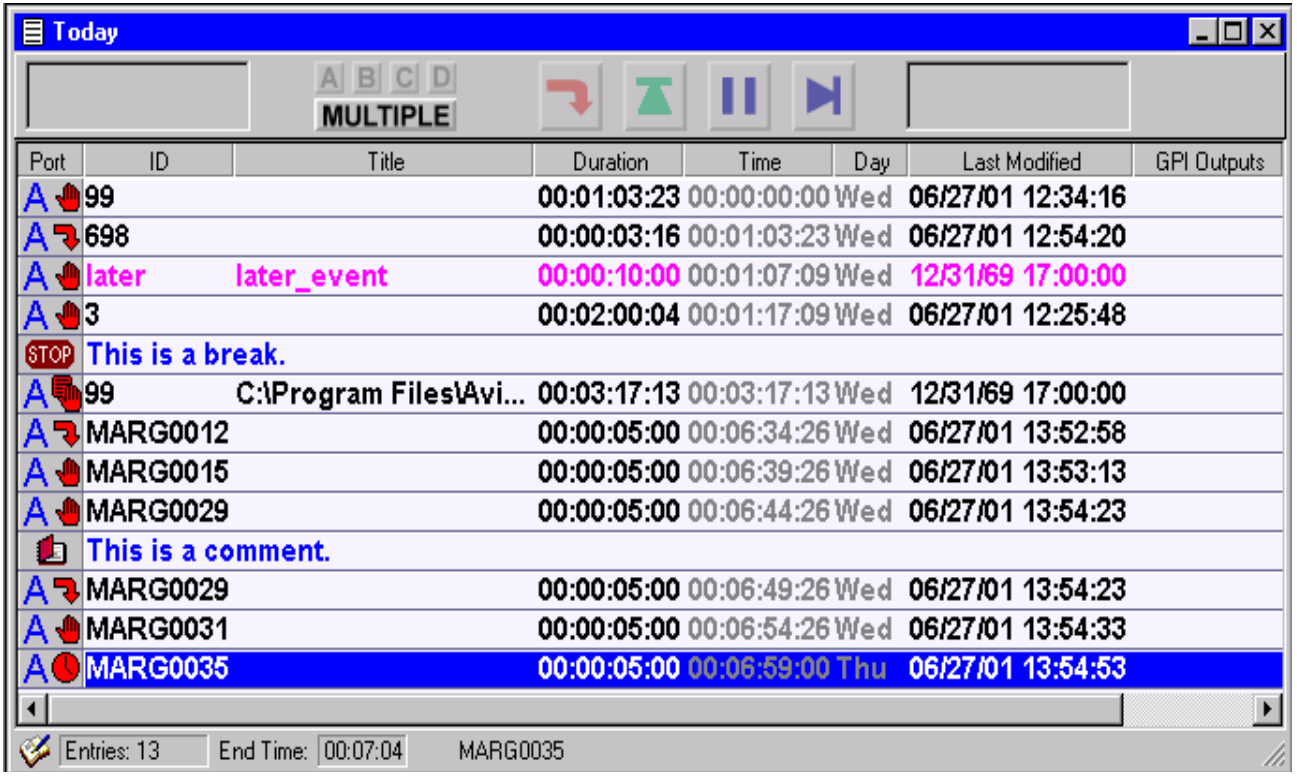


Figure 5-1 Typical Playlist Window

By default, CountDown prevents editing playlists and shotboxes.

To enable playlist and shotbox editing, check the Allow Playlist and Shotbox Editing check box on the Playlist tab of the General Prefer-

ences dialog box. Refer to “Configuring Playlist/Shotbox Functionality” on page 3-14 for more information.

When the Allow Playlist and Shotbox Editing check box is checked, use of the Playlist/Shotbox toolbar, shown in Figure 5-2, is allowed.

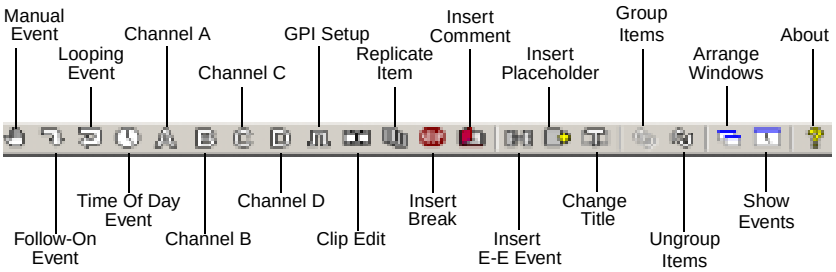


Figure 5-2 Playlist/Shotbox Toolbar

Building a Playlist

It is important when building a playlist to first create a new, empty list.

Creating a New Playlist

To create a new playlist, select New Playlist from the File drop-down menu or click the New icon on the General toolbar.

CountDown opens a new playlist titled `Untitled Playlist n`. The `n` represents the number of the new playlists that have been created during a CountDown session.

Adding Media Events

Events are put in to a playlist one-at-a-time or in groups of events. Events may also be added from another playlist to the playlist being built. When adding events one-at-a-time or in groups, the playout channel and mode are assigned.

When there is a large number of media events on the AirSPACE Server, first, perform a search to locate the events needed. See“Searching for Media Events” on page 4-6.

Adding a Single Event

To add a single media event to a playlist, select the desired event in the media list or in an open playlist. Next, do one of the following:

a. Drag and drop it to the playlist.

- To add the event before another in the middle of the list, drag and drop it over that event.
- To add the event to the end of the list, drag and drop it below the last event in the playlist. CountDown scrolls the playlist to find new events placed beyond the boundaries of the playlist window.

-OR-

b. Use the Copy and Paste commands

- Select Copy from the Edit drop-down menu or click the Copy button on the General toolbar.
- Click the location to put the event. If no location is selected, events are pasted at the end of the playlist.
- Select Paste from the Edit drop-down menu or click the Paste button on the General toolbar.

The event is pasted in the playlist.

Adding Multiple Events

To add multiple events, do the following:

1. Select the desired events in the media list or in an open playlist by doing one of the following:

   a. Hold down the CTRL key and click to select consecutive events.

   -OR-

   b. Hold down the Shift key and click to select random events.

2. Next, do one of the following:

   a. Drag and drop the selected events to the playlist.

   - To add the event before another in the middle of the list, drag and drop it over that event.
   - To add the event to the end of the list, drag and drop it below the last event in the playlist. CountDown scrolls the playlist to find new events placed beyond the boundaries of the playlist window.

   -OR-

   b. Use the Copy and Paste commands:

   - Select Copy from the Edit drop-down menu or click the Copy button on the General toolbar.
   - Click the location to put the event. If no location is selected, events are pasted at the end of the playlist.
   - Select Paste from the Edit drop-down menu or click the Paste button on the General toolbar.

     The events are pasted in the playlist.

Assigning a Play-Out Channel

See “Editing Events” on page 5-37 for information on playout channels.

To assign a play-out channel to events when adding them to a playlist, hold down the A, B, C, or D key while dragging the selection to the playlist. If no play-out channel is specified, CountDown assigns channel A by default.

Automatically Reversing the Default Playout Mode

The default Playout mode is set that in the General Preferences dialog box. See “Setting Default Event Playout Mode” on page 3-16. The default setting may be reversed when adding events to a playlist using drag and drop. For instance, if the default mode is set to Manual, the Playout mode may be set to Follow-On when adding an event.

To reverse the default Playout mode setting, hold down the ALT key while dragging the selection to the playlist.

Including the Events from Another Playlist

Events from another playlist may be included by listing each event from the other playlist in the new playlist or by adding a reference to the other playlist. If a playlist is referenced to itself, the playlist will loop.

CountDown will not allow dragging or copying an event to a playlist when the event’s ID is longer than eight characters.

Events from another playlist may be added in the following ways:

- Using the Insert Playlist Command
- Using Drag and Drop
- Manually Expanding a Referenced Playlist
- Using a Playlist Reference to Loop the Playlist

Using the Insert Playlist Command

To use the Insert Playlist command, do the following:

See “Opening an Existing Playlist” on page 5-23 and “Creating a New Playlist” on page 5-3.

1. Open or create a playlist.
2. Select Insert Playlist from the File drop-down menu.

   The Select Playlist dialog box appears showing the available playlists.
3. Select the playlist containing the desired events.
4. To add a reference to the playlist, check the Insert as Reference check box.
5. Click Open.

   If the Insert as Reference check box is not selected, CountDown adds each event from the other playlist and lists them separately.

   If the Insert as Reference check box is selected, CountDown adds the file path of the playlist as the title for the event. The channel and ID reflect those of the first event in the referenced playlist. The duration indicates the duration of the entire referenced playlist, and the Playout Mode icon indicates that it is a referenced play list.

   CountDown expands the referenced list upon playout when the preceding event is readied. To manually expand the list before the preceding event is readied.

See “Manually Expanding a Referenced Playlist” on page 5-8 for more information.

The pathname length of the referenced playlist may not exceed 71 characters. If an attempt to reference a pathname exceeding 71 characters is made, CountDown prompts to move the playlist file further up the file hierarchy.

Using Drag and Drop

See “Opening an Existing Playlist” on page 5-23 and “Creating a New Playlist” on page 5-3.

1. Open or create a playlist.
2. Locate the Playlist file to use. The file may be on the Desktop, listed in Windows Explorer, or listed in any directory window.

3. Drag the file from its location and drop it into the playlist at the location before which you want to add it.

   CountDown adds the file path of the playlist as the title for the event. The channel and ID reflect those of the first event in the referenced playlist. The duration indicates the duration of the entire referenced playlist, and the Playout Mode icon indicates that it is a referenced playlist.

   CountDown expands the referenced list on playout when the preceding event is readied. See “Manually Expanding a Referenced Playlist” to manually expand the list before the preceding event is readied.

Manually Expanding a Referenced Playlist

When a playlist is referenced, to reference the events from that playlist, it may be manually expanded.

To expand a referenced playlist, do the following:

1. Select the playlist reference in the playlist.
2. Select Expand Reference List from the Playlist menu.

   CountDown replaces the reference with the list of its events.

Using a Playlist Reference to Loop the Playlist

To set a playlist to loop, do the following:

1. Insert a reference to itself as the last item in the playlist.

   Add a reference to itself by selecting Add Loop List Reference from the Playlist menu

Using the Add Loop List Reference command does not store a file path reference, instead it instructs CountDown to reload the current file. This means that playlist looping will still function correctly if the file is subsequently moved to a different location. It may be easier to use a Looping Event instead of a reference playlist to create the loop. See “Looping Media Events” on page 5-19 for more information.

2. Ensure all events in the playlist are in Follow-On mode. See “Assigning Event Playout Mode” on page 5-30 for more information.
3. Save the playlist because the reference refers to the saved version of the playlist.

When the playlist is played, it will loop.

Adding Comments and Break Events

Comments and Break events may be added to playlists.

Adding Comments

To give events a more descriptive label than the title and ID will allow, use the much longer text length allowed in comments. comments may also be used to annotate the playlist and to flag commercial blocks.

CountDown ignores comment events on playout. They are for user-reference only.

To add a comment, do the following:

1. Select the line in the playlist before the spot the comment will be placed.

See Figure 5-2 for more information.

2. Click the Insert Comment button on the Playlist / Shotbox toolbar or select Insert Comment from the Playlist menu.

   The Playlist Comment dialog box appears. See Figure 5-3.

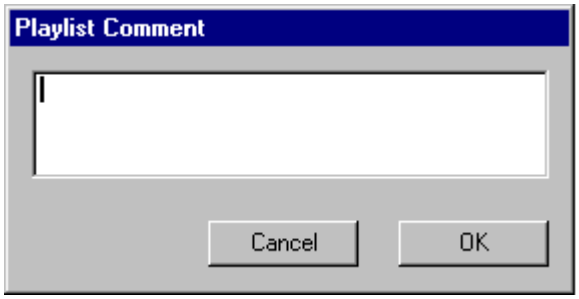


Figure 5-3 Playlist Comment Dialog Box

3. Type comments in the text box.
4. Click OK.

   CountDown adds the comment to the playlist and indicates that it is a comment with the Notebook icon.

CountDown accepts comments up to 107 characters in length.

Editing an Existing Comment

To edit an existing comment, do the following:

1. Do one of the following:
   a. Double-click the comment.

      -OR-

   b. Select the comment and click the Insert Comment button on the Playlist / Shotbox toolbar. See Figure 5-2.

      -OR-

   c. Select the comment and select Insert Comment from the File drop-down menu.

The Playlist Comment dialog box appears with the existing comment displayed in the text box.

2. Edit the comment in the text box.
3. Click OK.

CountDown replaces the comment with the new comment.

Adding Break Events

See“Assigning Event Playout Mode” on page 5-30.

Use a break event to cause a Follow-On event to act like a Manual event. Playout will stop at that event until CountDown receives a command to play out the event. See “Playing Events” on page 5-50 for more information.

Break events have no effect when placed before Manual media events.

To add a break event, do the following:

1. Select the Follow-On event in the playlist before the break event will appear.
2. Click the Insert Break button on the Playlist / Shotbox toolbar, see Figure 5-2, or select Insert Break from the Playlist menu.

   The Playlist Break dialog box appears. See Figure 5-4.

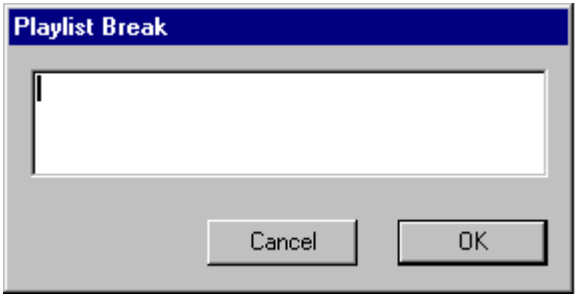


Figure 5-4 Playlist Break Dialog Box

3. Type a label for the break in the text box and click OK.

CountDown adds the break to the playlist and indicates that it is a break with the stop icon.

Upon playout, CountDown will wait to play out the event following the break until it receives a command to play the event. See “Playing Events” on page 5-50 for more information.

CountDown accepts break labels up to 107 characters in length.

Editing an Existing Break Event

To edit the label for an existing break event, do the following:

1. Do one of the following:
   a. Double-click the break event.

      -OR-

   b. Select the break event and click the Insert Break button on the Playlist / Shotbox toolbar. See Figure 5-2 on page 5-3 for more information.

      -OR-

   c. Select the break event and select Insert Break from the File drop-down menu.

      The Insert Break dialog box appears with the existing label displayed in the text box.
2. Edit the label in the text box.
3. Click OK.

   CountDown changes the break label.

Changing Comment Events to Break Events

To change an existing comment event to a break event, do the following:

1. Select the comment item in the playlist.

2. Do one of the following:

   a. Select Insert Break from the Playlist Menu.

   -OR-

   b. Click the Insert Break button on the Playlist / Shotbox toolbar. See Figure 5-2 on page 5-3.

To change an existing break event to a comment event, do the following:

1. Select the break item in the playlist.
2. Do one of the following:

   a. Select Insert Comment from the Playlist menu.

   -OR-

   b. Click the Insert Comment button on the Playlist / Shotbox toolbar. See Figure 5-2 on page 5-3.

Adding E-E Events

CountDown can also play E-E events. E-E events do not play any media from the server, instead the server channel is placed in E-E mode for the duration of the event. The output will display the live signal present on the record input corresponding to the channel's play output.

E-E events are displayed as having an online status. This is because CountDown uses the network connection, not the RS-422 connection, to put the server channel into E-E mode.

When an E-E event is followed by a normal Follow-On item in the same channel, it is possible the item is not played correctly. This depends on the setting of the channels End-Of-Clip Mode. See the Avid AirSPACE Installation and User's Guide for more information.

To add an E-E event, do the following;

1. Do one of the following:
   a. Select Insert E-E Event from the Playlist menu.

      -OR-

   b. Click the E-E Event button in the Playlist / Shotbox toolbar. See Figure 5-2 on page 5-3 for more information.

The Create E-E Event dialog is displayed. See Figure 5-5

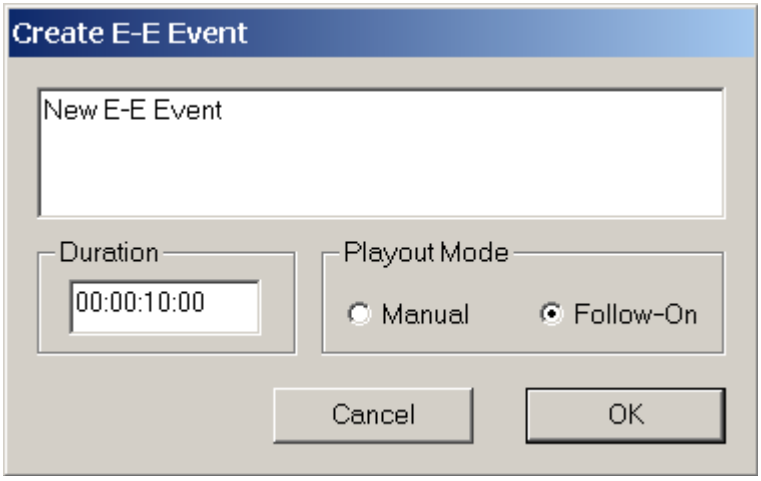


Figure 5-5 Create E-E Event Dialog

2. Enter a title for the new event and the duration it is to remain On-Air.
3. Next, select the Playout mode, Manual or Follow-On, as appropriate.
4. Click OK.

The event is added to the playlist.

Rearranging Events in a Playlist

After a playlist is assembled, the order of the items in the list may be changed.

Relocating Events

To relocate events, select the event or group of events and do one of the following:

a. Drag the selection to the desired location.

-OR-

b. Use the Cut and Paste commands:

- Select Copy from the Edit drop-down menu or click the Copy button on the General toolbar.
- Click the location to put the event. If no location is selected, events are pasted at the end of the playlist.
- Select Paste from the Edit drop-down menu or click the Paste button on the General toolbar.

The events are pasted in the playlist.

When the playlist is on air, only single events may be selected and moved.

Duplicating Events

To duplicate events in the playlist, select the event or group of events to duplicate and do one of the following:

a. Hold down the CTRL key and drag the selection to the desired location.

-OR-

b. Use the Cut and Paste commands:

- Select Copy from the Edit drop-down menu or click the Copy button on the General toolbar.
- Click the location to put the event. If no location is selected, events are pasted at the end of the playlist.
- Select Paste from the Edit drop-down menu or click the Paste button on the General toolbar.

  The events are pasted in the playlist.

Using Placeholders

Placeholders allow creation of events in a playlist for media events that are not yet present on the AirSPACE Server.

Understanding the Deferred Ready Function

When a Placeholder follows a playing event in a playlist there is no corresponding media on the AirSPACE Server. The Placeholder is not readied because it is not playable.

If while the event is playing, the Placeholder's ID is created and its media is recorded before the event is within one second of finishing playout, the Placeholder is readied, allowing it to be played out next.

For CountDown to ready and play an event that was previously a Placeholder, the Auto-Ready Dragged Items radio button must be selected on the Playlist tab in the General Preferences dialog box. See "Enabling Deferred Ready Function for Placeholders" on page 3-18 for more information.

Adding Placeholders

To add a placeholder, do the following:

1. Select the location in the playlist before the Placeholder is to be inserted.

2. Select Insert Placeholder from the Playlist menu or click the Insert Placeholder button on the Playlist / Shotbox toolbar. See Figure 5-2.

   The Insert Placeholder dialog box appears. See Figure 5-6.

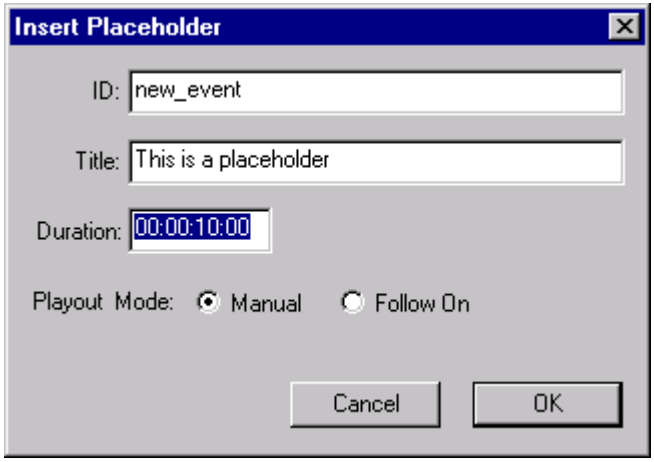


Figure 5-6 Insert Placeholder Dialog Box

3. Enter the ID, title, and an estimated duration for the event.

   CountDown will update the title and duration after the media and the ID appear on the AirSPACE Server.

The ID must correspond to the ID used when creating the media event on the AirSPACE Server.

4. Select the Playout mode: Manual or Follow-On radio button. See “Editing Events” on page 5-37 for more information.
5. Click OK.

   The placeholder is added to the playlist showing the details in purple indicating it is a placeholder and not a playable event. When a match between a placeholder ID and the ID of an event on the AirSPACE Server is detected, the playlist entry details are updated to match those of the event on the AirSPACE Server. The

placeholder status is cancelled and details of the event are displayed in black to indicate it is a playable media event.

If the event already exists when creating a placeholder for it, the title and duration fields may be filled in by pressing the Tab key.

Converting an Existing Event to a Placeholder

An existing event may be converted to a placeholder.

To convert an existing event or group of events to placeholders, do the following:

1. Select the event or group of events to be converted to placeholders.
2. From the Playlist menu, select Convert to Placeholder.

   CountDown converts the event or group of events to placeholders, showing the details in purple to indicate that they are placeholders and not yet playable media events.

When items referenced in a playlist are deleted from the server, it is possible to convert them to placeholders automatically. See "Enabling Automatic Placeholder Conversion for Missing Events" on page 3-31 for more information.

Replicating Media Events

CountDown can be set to repeat an event by replicating that event in the playlist.

To replicate an event, do the following:

1. In the playlist, select the event to be replicated.
2. Choose Replicate Item from the Playlist Menu or click the Replicate button on the Playlist / Shotbox toolbar, See Figure 5-2 for more information.

   The Replicate Item dialog box appears. See Figure 5-7.

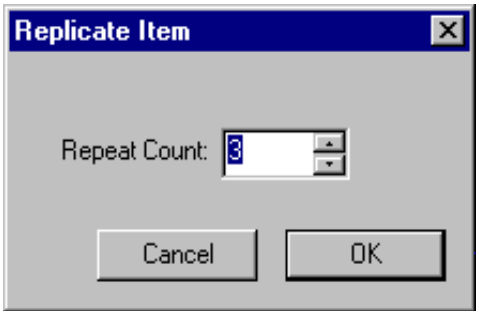


Figure 5-7 Replicate Item dialog box

3. Use the spin box to select the number of repetitions desired.
4. Click OK.

   CountDown adds the specified number of duplicate entries to the playlist.

Looping Media Events

CountDown may be set to loop either a single media event or a block of events.

To create a looping event, do the following:

1. In the playlist, select the event that will to control the loop; this will be the last event in the block.
2. Do one of the following:
   a. Choose Loop from the Playlist Menu and Set Item Type from the sub-menu.

      -OR-

   b. Click the Looping Event button on the Playlist/Shotbox toolbar. See Figure 5-2 on page 5-3.

      -OR-

c. Type CTRL-4.

The Set Playlist Loop dialog box appears. See Figure 5-8.

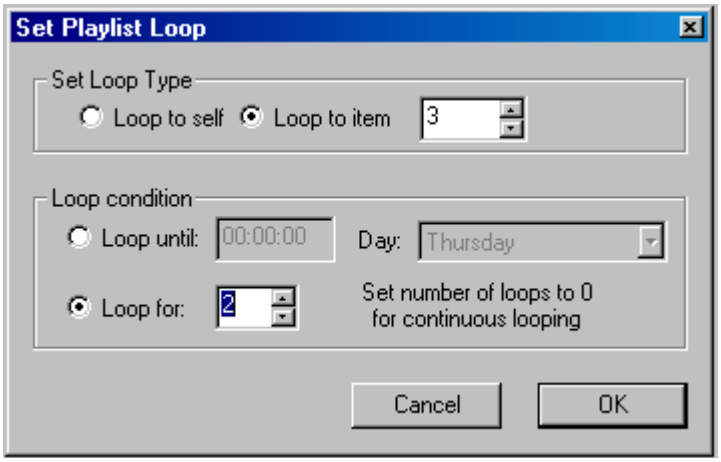


Figure 5-8 Set Playlist Loop Dialog Box

3. In the Set Loop Type section, click the radio button for the option required:

   a. Check the Loop To Self radio button to create an event that loops only the selected item

   -OR-

   b. Check the Loop To Item radio button to create an event that loops a contiguous block of events, and use the spin box control to select the first item in the block.

When Loop To Item is selected, CountDown alights all items currently selected in the looping block.

4. In the Loop Condition section, do one of the following

a. Check the Loop Until radio button to create an event that will continue looping until a specific time. Use the time entry text box and Day drop-down menu to set the specific time.

The time entered is not necessarily the time the item following the loop event will play to air. It is used as a test condition. If the time set is not been reached when the looping event starts to play, the loop is repeated,. If the time has been passed, playout continues with the following item.

-OR-

b. Check the Loop For radio button to create an event that will loop for a pre-determined number of repetitions, and use the spin box control to set the repetition count.

Setting the number of loops to zero (0) will create an endless loop. A subsequent item must be readied manually in order to break out of the loop.

When a single item is looping the media event is in both the playing and ready states at the same time. CountDown does not distinguish this special case, and as the ready status is updated after the playing status, a looping item will only be highlighted with the ready color.

5. Click OK.

Items are only configured as looping events if CountDown is not configured to delete items after playout. See “Enabling Deletion of Events After Playout.” on page 3-17 for more information.

Constraints are applied when items are configured to loop. It is not possible to cut or delete either the first or last item in the block. Loops may not be nested or overlap. Attempting to drag, cut, or copy an item within the block will drag, cut, or copy the block as a whole.

Undoing Changes

To undo the last change made to a playlist, select Undo from the Edit drop-down menu.

CountDown has a single level of the undo function only. For more than one level of undo. See “Reverting Changes to a Playlist” on page 5-22 for more information.

Reverting Changes to a Playlist

During the process of editing a playlist, all changes may be cancelled since the playlist was last saved by starting over from the last saved version.

To revert the changes, select Revert Playlist from the File drop-down menu.

Saving a Playlist

To save a playlist, ensure it has focus and select Save from the File drop-down menu or click the Save button on the General toolbar.

If the playlist has never been saved before, the Save Playlist As dialog box appears. In this case, do the following:

1. Select Save Playlist As from the File drop-down menu.

   The Save Playlist As dialog box appears.

2. In the File Name text box, enter the name for the playlist.
3. Click Save.

   CountDown saves the Playlist with the name entered.

Saving Part of a Playlist

To save part of a playlist, do the following:

1. In the playlist, select the event or group of events to save.
2. Select Save Playlist Selection from the File drop-down menu.

   The Save Playlist As dialog box appears.
3. In the File Name text box, enter the name to use for the playlist.
4. To remove the selected events from the existing playlist and replace them with a reference to the new playlist being created, check the box labeled Replace saved items with reference list.
5. Click Save.

   CountDown saves the selected events in the new playlist. If Replace saved items with reference list was selected, CountDown removes the events from the existing playlist and replaces them with a reference to the playlist file just created.

The pathname length of the referenced playlist cannot exceed 71 characters. If an attempt to reference a pathname exceeding 71 characters is made, CountDown prompts to move the Playlist file further up the file hierarchy.

Opening an Existing Playlist

There are three different ways to open an existing playlist. They are:

- Using the Open command
- Using the recent files list
- Using drop and drag

To open an existing playlist using the Open command, do one of the following:

a. Click the Open button on the General toolbar.

-OR-

b. Select Open from the File drop-down menu.

The Open dialog box appears.

- Select Playlist Files from the file type list.

  A list of existing playlists appears.

- Select the playlist to open.
- Click OK.

-OR-

To open an existing playlist using the recent files list, do the following:

1. Click the file menu.
2. Select the playlist from the list of recent files.

-OR-

To open an existing playlist using drag and drop, do the following:

1. Locate the playlist file to open. The file may be on the Desktop, listed in Windows Explorer, or listed in any directory window.
2. Drag the file from its location and drop it into the CountDown window.

Do not drop the file into a Playlist window or the list will be inserted as a reference playlist rather than being opened as a playlist.

Optimizing the Positions of CountDown Windows

To optimize the positions of the playlist, shotbox, and media list windows, do one of the following:

a. Select Arrange Windows in the Windows menu or click the Arrange Windows button on the Playlist / Shotbox toolbar. See Figure 5-2 for more information.

When no more than three Playlist or Shotbox windows are open, the Arrange Windows command tiles them. If more than three Playlist or Shotbox windows are open, the Arrange Windows command staggers them.

-OR-

b. Select Tile Horizontally in the Windows menu.

The Tile Horizontally command allows viewing of all open Playlist and Shotbox windows when more than three are open.

Modifying Events in the Playlist

In addition to changing the order of events in the playlist, other modifications may be made. For instance, the way an event is played out may also be changed.

Prior to making playlist modifications, it is important to understand the columns of information and meanings of icons shown on the playlist.

Understanding Columns and Icons for Playlist Events

Information about each event entry in a playlist is displayed by colums. The column headings are as follows:

- Event Number
- Event Playout Channel
- Event Playout Mode
- Event Title
- Event Duration
- Event Time and Day
- Event Modification Date

- GPI Outputs

Event Number

The event number indicates the item's position in the playlist. If the item is part of a looping block the event number column is shaded as shown in Figure 5-9.

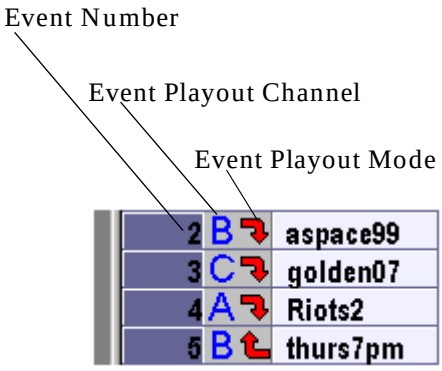


Figure 5-9 Playlist Display Showing Loop Items

If the playlist item has been locked against automatic updating, a padlock icon is displayed in the event number column. See Figure 5-10.

See "Locking Items Against Updates" on page 5-44 for more information.

Figure 5-10 Playlist Display Showing Locked Item

Event Playout Channel

The event playout channel column displays the letter of the play-out channel assigned to this event. See Figure 5-9.

Event Playout Mode

The event Playout mode column displays various icons, located next to the event playout channel letter, to indicate the event Play-out mode. See Figure 5-11 for the various icons and their text descriptions.

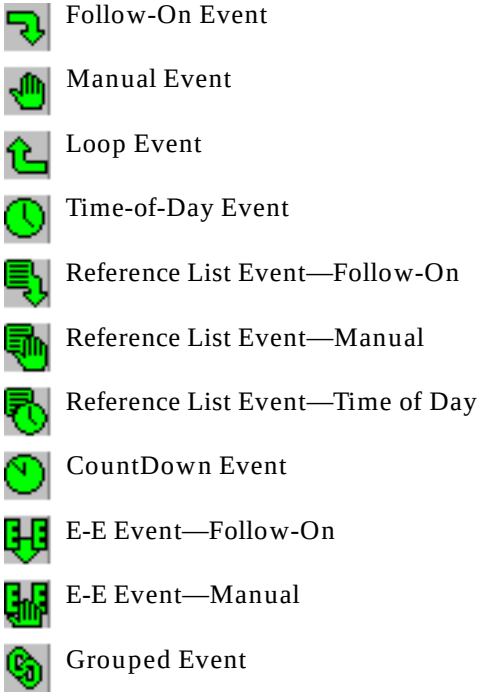


Figure 5-11 Playlist Icons and Text Descriptions

When the playlist is configured for text only display, the icons are replaced by a simple text label, indicating the icon type. See "Configuring Appearance of a Playlist" on page 3-19 for more information.

Event ID

The event ID column displays the ID assigned to this event. Count-Down takes the Event ID from the AirSPACE Server database, you cannot edit the ID column.

Event Title

The event title column displays the title assigned to this event.

It is possible to modify the title. See “Changing the Title of Events” on page 5-44 for more information.

Event Duration

The event duration column displays the duration assigned of this event. Initially, CountDown takes the duration from the AirSPACE Server database. The duration could change if you edit the event, and CountDown uses the adjusted duration in that case. See “Editing Events” on page 5-37.

Event durations, displayed in red, indicate there is not enough time to complete playout before a subsequent time of day event is scheduled to playout.

Event Time and Day

CountDown calculates the time each event starts based on the cumulative duration of the previous events.

See “Setting an Event to Time-Of-Day” on page 5-31 for more information.

Event times, displayed in black, indicate that times are absolute meaning the event is a Time-Of-Day event. All other times are displayed in gray indicating that the times are derived from the previous event.

Event times displayed in red indicate that there is not enough time to begin playout. This event will not play to air because a subsequent Time-Of-Day event will go on air before the clock has reached the play time of the event whose time is displayed in red.

CountDown updates event times in a playlist as it plays each event to air. This enables you to determine the time at which an event is likely to go on air.

Calculated times for events following a Manual event are irrelevant until the Manual event is played to air.

Event Modification Date

The Last Modified column shows when the event was last modified on the AirSPACE Server.

GPI Outputs

See “Configuring Extended GPI/O Functions” on page 3-38.

The GPI Outputs column shows what, if any, GPI output function the event will trigger. A blank in the column indicates that no GPI output is associated with this event.

An event whose details appear entirely in purple is a placeholder and cannot be played. See “Using Placeholders” on page 5-16 for more information.

Figure 5-12 shows a typical Playlist entry.

Figure 5-12 Typical Playlist Entry

Assigning the Channel for Event Playout

To set the playout channel for events, do the following:

1. Select the event or group of events and do one of the following:
   a. Click the appropriate channel button on the toolbar. See Figure 5-2 on page 5-3.

-OR-

b. From the Playlist menu, select Set Item Play Channel and select the desired channel from the list that appears.

The channel assignment is only relevant when playing out a list in multi-channel mode.

Assigning Event Playout Mode

There are five different Playout modes that may be set in CountDown. They are as follows:

- Setting an Event to be Manual
- Setting an Event to be Follow-On
- Setting an Event to Time-Of-Day
- Setting an Event to CountDown

The following sections contain setting instructions for each of these different modes.

Setting an Event to be Manual

A Manual event requires user intervention to play the clip. Count-Down readies the clip and then waits for one of the following before playing the event:

a. A click on the Next button.

-OR-

b. A Return, Spacebar or ABCD key press, provided it is enabled. See “Enabling Next Event Keys” on page 3-16.

-OR-

c. A GPI Next Event trigger.

To set the Playout mode of an event or group of events to Manual, do the following:

1. Select the events in the playlist and do one of the following:
    a. Select Set Item Type and next, Manual from the Playlist menu.

    -OR-

    b. Click the Manual Event button on the Playlist / Shotbox toolbar. See Figure 5-2 on page 5-3.

    -OR-

    c. Type CTRL-1.

The Playout Mode icon changes to the hand icon.

Setting an Event to be Follow-On

A Follow-On event plays automatically when the previous event ends.

To set the Playout mode of an event or group of events to Follow-On, do the following;

1. Select the events in the Playlist and do one of the following:
    a. Select Set Item Type and next, Follow-On from the Playlist menu.

    -OR-

    b. Click the Follow-On Event button on the Playlist / Shotbox toolbar, see Figure 5-2.

    -OR-

    c. Type CTRL-2.

The Playout Mode icon changes to the arrow icon.

Setting an Event to Time-Of-Day

A Time-Of-Day event plays automatically at a specified time of day.

To set the Playout mode of an event to Time-Of-Day, do the following:

1. Select the event in the playlist and do one of the following:
   a. Select Set Item Type and next, Time-of-Day from the Playlist menu.

      -OR-

   b. Click the Time-of-Day button on the Playlist / Shotbox toolbar. See Figure 5-2 on page 5-3.

      -OR-

   c. Type CTRL-3.

The Set Event Time dialog box appears.

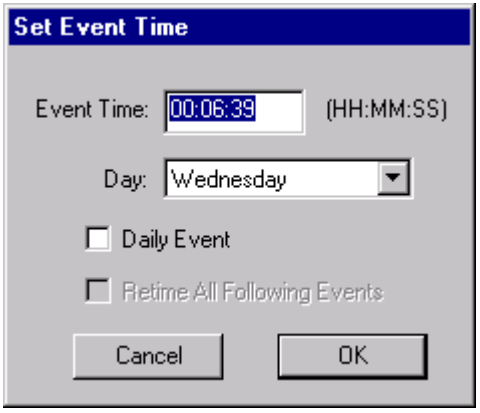


Figure 5-13 Set Event Time dialog box

2. In the Event Time text box, enter the time of day—in 24-hour notation—for CountDown to play the event.
3. To play the event only once, use the Day list box to select the day of the week to play the event. To play the event at the same time every day, check the Daily Event check box.
4. When adjusting the playout time of an event that is already a Time-Of-Day event, and to adjust the playout times of any follow-

ing Time-Of-Day events, check the Retime All Following Events check box. See “Adjusting the Play-Out Time of Time-of-Day Events” for more information.

5. Click OK.

See “Understanding the Timed Events List” on page 4-20.

The event is added to the Timed Events list and will play it out on the day and time specified. A playlist may not contain two Time-Of-Day events set to start at the same time.

If an attempt is made to set two Time-Of-Day events to start at the same time, the following error message appears.

Figure 5-14 Time-Of-Day Event Conflict Error Message

Adjusting the Play-Out Time of Time-of-Day Events

After creating a Time-Of-Day event, its playout time may be adjusted. CountDown can also adjust the playout time of subsequent Time-Of-Day events by the difference between the event’s original playout time and the new one. For instance, if the original playout time for an event is 14:00:00 and you change it to 14:05:00, CountDown can adjust the playout time of all the subsequent Time-Of-Day events to begin five minutes later.

To adjust the playout time of a Time-Of-Day event, do the following:

1. Select the event in the playlist and do one of the following:
   a. Select Set Item Type and next, Time-Of-Day from the Playlist menu.

-OR-

b. Click the Time-Of-Day button on the Playlist / Shotbox toolbar. See Figure 5-2 on page 5-3.

-OR-

c. Type CTRL-3.

The Set Event Time dialog box appears. See Figure 5-13.

2. In the Event Time text box, enter the new time—in 24-hour notation—for CountDown to play the event.
3. For CountDown to adjust the playout times of any following Time-Of-Day events, check the Retime All Following Events check box.
4. Click OK.

Refer to "Looping Media Events" on page 5-19 for more information on setting an event to looping.

CountDown adjusts the playout time of the selected event and any subsequent Time-Of-Day events by the difference between original time and the new time.

Setting an Event to CountDown

A CountDown event is treated as a Follow-On event; however, when the item is readied for playout, its duration is automatically calculated by offsetting its IN point so that it will end at a specified time.

The CountDown item type is intended to be used with a clip, featuring a Time To Next Event display. The clip must be as long as the longest CountDown interval and must feature a clock counting down. The clock must reach zero on the last frame of the clip.

To set the Playout mode of an event to CountDown, do the following:

1. Select the event in the playlist and do one of the following:
   a. Select Set Item Type then,CountDown from the Playlist menu.

      -OR-

   b. Type CTRL-5.

The Set Event Time dialog box appears.

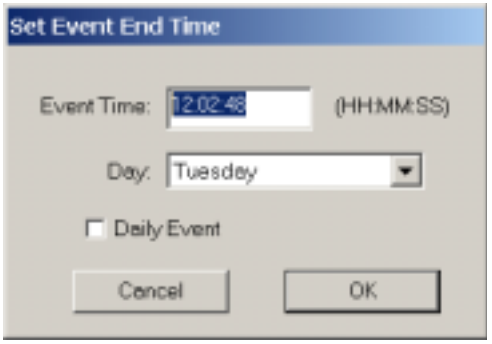


Figure 5-15 Set Event End Time dialog box

2. In the Event Time text box, enter the time of day—in 24-hour notation—the event will end.
3. For CountDown to end the event at the same time every day, check the Daily Event check box.
4. Click OK.

Setting an item type to CountDown will not produce the desired result if the clip involved is not long enough when the event is readied.The clip must be as long as the longest CountDown interval.

Assigning GPI/O Triggers to Events

CountDown enables you to configure events to trigger any or all of the eight parallel out GPIs. Regardless of how many are configured, all

assigned outputs are triggered simultaneously. To facilitate playlist creation offline, assign GPI/O triggers even if no parallel ports are configured

To assign triggers to an event, do the following:

1. Select the event in the playlist and do one of the following:
   a. Select GPI Setup in the Playlist menu.

      -OR-

   b. Click the GPI Setup button on the Playlist/Shotbox toolbar. See Figure 5-2 on page 5-3.

The Set GPI Output Event dialog box appears.

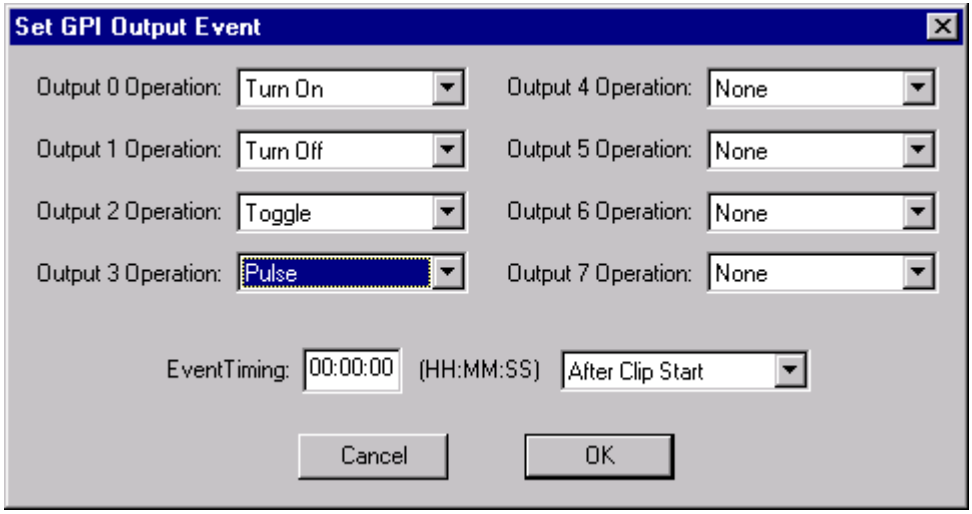


Figure 5-16 Set GPI Output Dialog Box

2. Use the eight list boxes to select the operation for each of the eight outputs. The four operations available in the list boxes are as follows:

- Turn On—sets the output to its ON state regardless of its previous state.
- Turn Off—sets the output to its OFF state regardless of its previous state.
- Toggle—reverses the state of the output—if it was ON before the event, it goes OFF after the event and vice-versa.

See“Configuring Extended GPI/O Functions” on page 3-38

- Pulse—sets the output to its ON state regardless of its previous state. After the specified duration, sets the output to its OFF state.

Any GPI/O ports that have been configured as input are grayed. See “Setting the Port Address” on page 3-40.

3. In the Event Timing list box, select the reference point for the trigger to start and enter the offset from that reference point in the Event Timing list box. The reference point options include the following:
   - After Clip Start
   - Before Clip End
   - Before Clip Start

Use Before Clip Start only when there is a preceding event in the playlist. For example, if After Clip Start is selected, enter 00:00:00 in the text box, CountDown will trigger the GPI outputs the instant it plays the event to air. If Before Clip End is selected, enter 00:00:10, CountDown will trigger the GPI outputs ten seconds before the end of the event.

4. Click OK.

Editing Events

Events are modified using one of the following:

Refer to the *Avid AirSPACE Installation and User's Guide* for information on modifying media events using the AirSPACE editing capabilities.

a. Using the editing capabilities of the AirSPACE Server

-OR-

b. Using the Browser Controls

-OR-

c. Using the Clip Editor

Editing an event using the AirSPACE editing capabilities or the Browser Controls changes the available duration of the media event itself. Using the Clip Editor changes only the duration of the event that CountDown plays to air.

Using the Browser Controls

Use the Browser Controls to modify the IN and OUT points of an event as they exist on the AirSPACE Server.

To edit an event using the Browser Controls, do the following:

See "Understanding the Browser Control Dialog Box" on page 4-25.

1. Open the Browser Control dialog box.
2. Use the Transport Controls to find the IN point.

The IN and OUT points may also be set manually by clicking in the appropriate text box, typing the desired timecode value, and pressing the Enter key.

3. Click the Mark IN button. The IN time appears in the In text box.
4. Use the Transport Controls to find the OUT point.
5. Click the Mark OUT button. The OUT time appears in the Out text box.

After setting the IN and OUT points, they may be cued using the Cue buttons.

6. To clear the IN or OUT point of the event, click the Clear button corresponding to the IN or OUT point.
7. Click Done to close the Browser Control dialog box.

Using the Clip Editor

The Clip Editor allows playing out the media from the same event multiple times, each with a different set of IN and OUT points. Clip Editor is used for modifying the IN and OUT points of an event.

It makes changes that take affect only when the event is actually playing. The changes do not affect the original media event on the AirSPACE Server.

To edit an event— including its title— using the Clip Editor, do the following:

1. Open the Clip Editor dialog box by doing one of the following:
   a. Double-click the event.

      -OR-

   b. Select the event and from the Playlist menu, click Edit Clip.

      -OR-

   c. Select the event and click the Edit Clip button on the Playlist/Shotbox toolbar. See Figure 5-2 on page 5-3.

      -OR-

   d. Select the event and type CTRL-E.

   The Clip Editor dialog box appears.

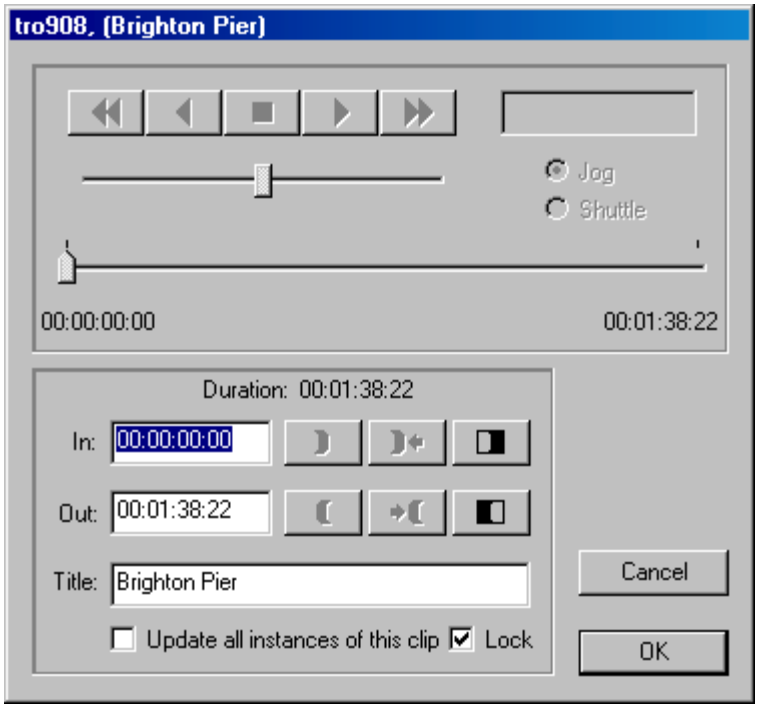


Figure 5-17 CountDown Clip Editor

See "Understanding the Clip Editor" on page 5-41 for more information.

2. Use the Transport Controls to locate the IN point.
3. Click the Mark IN button. The IN time appears in the In text box.
4. Use the Transport Controls to find the OUT point.
5. Click the Mark OUT button. The OUT time appears in the Out text box.

The IN and OUT points may also be set manually by clicking in the appropriate text box, typing the desired timecode value, and pressing the Enter key.

After setting the IN and OUT points, they may be cued using the Cue buttons.

6. To clear the IN or OUT point of the event, click the Clear button corresponding to the IN or OUT point.

7. To change the title of this instance of the event in the playlist, enter a new title in the Title text box.
8. To apply the changes made to all instances of the event throughout all open Playlists and Shotboxes, check the Update all instances of this clip check box.

   CountDown checks all open playlists and shotboxes, including referenced playlists, for instances of the event matching the Event ID and title and updates all of them.
9. Click OK.

Understanding the Clip Editor

Use the controls in the Clip Editor dialog box to move through the event and find the section to play out. This section describes the controls and their functions.

When there is no channel — VDCP or Network—available for browsing, Clip Editor functionality is restricted. The Transport Controls, Mark IN, Mark OUT, and the Cue buttons are disabled. See "Assigning a Channel for Browsing" on page 3-6.

Understanding the Mark, Cue, and Clear Controls

In the Clip Editor dialog box located to the right of the In and Out text boxes, there are six buttons.

The Mark IN button. Use the Mark IN button to mark the IN point of the clip.

The Mark OUT button. Use the Mark OUT button to mark the OUT point of the clip

The Cue IN button. Use the Cue IN button to cue to the IN point of the clip.

The Cue OUT button. Use the Cue OUT button to cue to the last frame of the clip

The Clear IN button. Use the Clear IN button to clear the IN point.

The Clear OUT button. Use the Clear OUT button to clear the OUT point.

Transport Controls

The Clip Editor displays the following Transport Control buttons that allow moving through a media event.

- Rewind Button—For rewinding the media event.
- Play Reverse Button—For Playing the media event in reverse.
- Stop Button—For stopping the media event.
- Play Forward Button—For playing the media event forward.
- Fast Forward Button—To fast forward through the media event.

The Transport Control buttons, are shown in Figure 5-18.

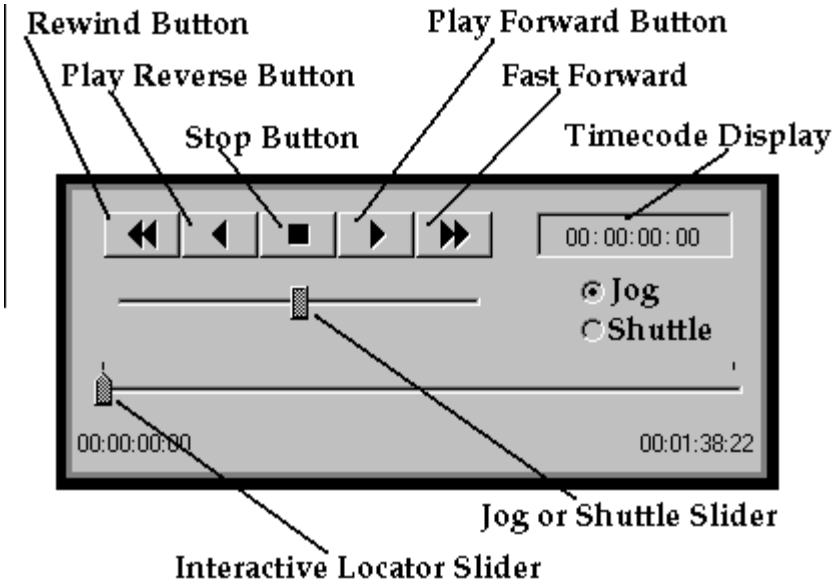


Figure 5-18 Transport Controls

Located below the Transport Control buttons are two sliders.Use the top slider either as a Jog or Shuttle control. Select the desired radio button—labeled Jog or Shuttle— located to the right of the slider to assign that function to the slider.

The way the Interactive Locator slider functions will depend on the settings in the Server tab of General Preferences dialog box. See “Configuring The Media Editor” on page 3-30.

The bottom slider is the Interactive Locator slider. This slider allows access to any part of the original media event—even parts beyond the IN and OUT points that are set. This slider is may be operated manually but it also updates its position when you use any transport control to move within the clip.

To use either slider, drag it back and forth.

The Timecode display is located next to the Transport Control buttons. This display shows the time relative to the beginning of the clip.

Locking Items Against Updates

See “Enabling Automatic Updating of Media Events for AirSPACE Media Changes” on page 3-32 for details.

CountDown may be configured to update playlist items if the corresponding media event on the server changes. Such updates will cause modifications made by the playlist Clip Editor, such as an IN point, to be lost. To protect an individual playlist item from such updates, check the Lock check box on the CountDown Clip Editor. See “CountDown Clip Editor” on page 5-40.

Changing the Title of Events

CountDown allows changing the title of an event in a playlist. This is useful for distinguishing different playout events that are based on the same media event.

To change the title of an event using Change Title dialog box, do one of the following:

a. Select Change Item Title in the Playlist menu.

-OR-

b. Click on the Change Title button on the Playlist / Shotbox toolbar, see Figure 5-2.

The Change Item Title dialog box, as shown in Figure 5-19, appears.

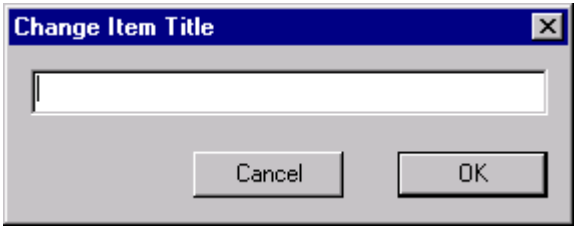


Figure 5-19 Change Item Title Dialog Box

- In the text box, enter the new title for the event.

- Click OK.

CountDown renames the event in the playlist.

-OR-

c. To change the title of an event using the Clip Editor, do the following:

1. Open the Clip Editor dialog box by doing one of the following:

   a. Double-click the event.

   -OR-

   b. Select the event from the Playlist menu and click Edit Clip.

   -OR-

   c. Select the event and click the Edit Clip button on the Playlist / Shotbox toolbar, see Figure 5-2.

   -OR-

   d. Select the event and type CTRL-E.

   The Clip Editor dialog box appears. See Figure 5-17 on page 5-40.

2. In the Title text box, enter the new title for the event.
3. Click OK.

   CountDown renames the event in the Playlist.

Modifying Events While Playing a Playlist to Air

CountDown allows modification of events in a playlist even as that list is aired; however, CountDown restricts the functionality of the Clip Editor if a network browse channel is not assigned or if the event you are editing is playing. CountDown allows only manual entries, clearing the IN and OUT points, and changing the title—the Transport Controls, Mark IN, Mark OUT, and Cue buttons are disabled.

CountDown also allows modification of readied and playing events. When a readied event is modified, it remains in a readied state. Modi-

fying a playing event causes the duration of the event to update while the event is playing.

To edit the IN and OUT points of a event while the playlist is On-Air, use the Clip Editor. See“Using the Clip Editor” on page 5-39 for more information.

When a playlist is On-Air, double-clicking an event may ready that event rather than displaying the Clip Editor. The precise function depends on the playlist setting. See “Configuring Double Click Mode” on page 16.

Restoring Event Properties

After modifying an event using the Clip Editor, the IN point and duration event properties may be restored to that of those on the AirSPACE Server.

To restore the properties of an event or a group of events, do the following:

1. Select the event or group of events in the playlist.
2. From the Playlist menu, select Reset Details.

   CountDown restores the IN point and duration of the event or group of events to that of those on the AirSPACE Server.

   If CountDown cannot locate the event on the AirSPACE Server, a dialog box appears stating that it cannot locate the event. See Figure 5-20 on page 5-47.

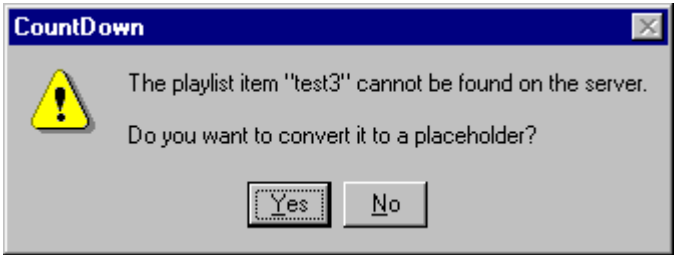


Figure 5-20 Convert to Placeholder Dialog Box

3. Do one of the following:

   a. To convert the event to a placeholder, click Yes.

      CountDown converts the event to a placeholder.

      -OR-

   b. To cancel the command, click No.

      CountDown retains the modified properties of the event.

Playing a List to Air

There are two steps to playing out the events in a playlist.The first step is putting the playlist in the On-Air state. The second step is playing out events in that list.

These steps are done using the Playlist Control toolbar, shown in Figure 5-21.

Figure 5-21 Playlist Control Toolbar

The Channel buttons—shown at left—on the Playlist Control toolbar allows selection of single or multiple channels which will put the playlist in an On-Air state.

The Active Channel button is the red A, B, C or D Channel button.

If the Playlist is in Multiple Channel mode and more than one event is playing—for instance, an event is started on Channel B before the event on Channel A has finished—the Active Channel button becomes a skip button. Click this button to skip the event in that channel.

The Play button on the Playlist Control toolbar plays the clip that is ready for air.

The Ready button on the Playlist Control toolbar makes the selected item ready to play.

The Freeze button on the Playlist Control toolbar freezes the clip currently playing.

The Stop button on the Playlist Control toolbar will stop the playout of the Current item.

Going On-Air

To put the playlist in the On-Air state, a channel or combination of channels must be selected to playout the list on.

Playing a List in Single Channel Mode

See “Assigning the Channel for Event Playout” on page 5-29.

When a playlist is put on air in Single Channel mode, the individual channel assignments are ignored and all items are played out in a single channel. To select the channel and put the playlist in the On-Air state, do one of the following:

a. Click the Channel button in the Playlist Control toolbar corresponding to the desired channel, see Figure 5-21 on page 5-48.

-OR-

b. From the Playlist menu, choose Activate and the Letter of the desired channel; A, B, C or D.

Playing A List in All Channels Mode

To allow the list to playout on multiple channels, do one of the following:

a. Click the MULTIPLE button in the Playlist Control toolbar.

-OR-

b. From the Playlist menu, choose Activate and select All Channels.

Playing a List in Dual Channel Mode

Dual Channel mode allows a single playlist to control two channels simultaneously. The playlist would, for instance, control channels A and B, or channels C and D.

To enable the list to playout on dual channels, do one of the following:

a. From the Playlist menu, choose Activate and Channels A & B.

-OR-

b. From the Playlist menu, choose Activate and Channels C & D.

Playlists may be activated in different combinations. For instance, two playlists could be active, one controlling A & B, the other C & D. Four separate lists could be active, each controlling a different channel, or one list may control A & B while another controls only C.

After a list is activated, the toolbar changes to the current On-Air color, indicating that the list is in the On-Air state.

CountDown readies the first event in the list. If an event or group of events were selected when the channel button was clicked, CountDown readies the first event in the selection.

Playing Events

To begin playing out events, do one of the following:

a. Click the Next button in the Playlist Control toolbar. See Figure 5-21 on page 5-48.

-OR-

b. Press the Return key, Spacebar, or one of the A B C D keys, providing that it is enabled. See “Enabling Next Event Keys” on page 3-16.

-OR-

c. Trigger a GPI Next Event.

CountDown plays out the event and displays it in the playing color, which is red by default.

-OR-

d. Wait for CountDown to playout a Time-Of-Day event.

See “Playlist Appearance Tab” on page 3-20.

CountDown readies the next event and displays it in the readied color, which is green by default.

See “Setting an Event to be Manual” on page 5-30.

If the readied event is set for Manual mode or if a break event precedes it, then playout stops when the current event ends. To resume playout, do one of the following:

See “Adding Comments and Break Events” on page 5-9.

a. Click the Next button.

-OR-

b. Press the Return key.

-OR-

c. Trigger a GPI Next Event.

See “Assigning Event Playout Mode” on page 5-30.

If the readied event is set for Follow-On mode, it will begin playing when the current event ends.

After an event has finished playing, CountDown does one of the following:

a. Displays it in gray.

-OR-

See “Enabling Deletion of Events After Playout.” on page 3-17.

b. Deletes it from the list if the Delete Items After Playout check box is checked in the General Preferences dialog box.

CountDown can indicate that more than one event is playing. This happens during multiple channel playout when an event begins playing in one channel before the current event in another channel has finished.

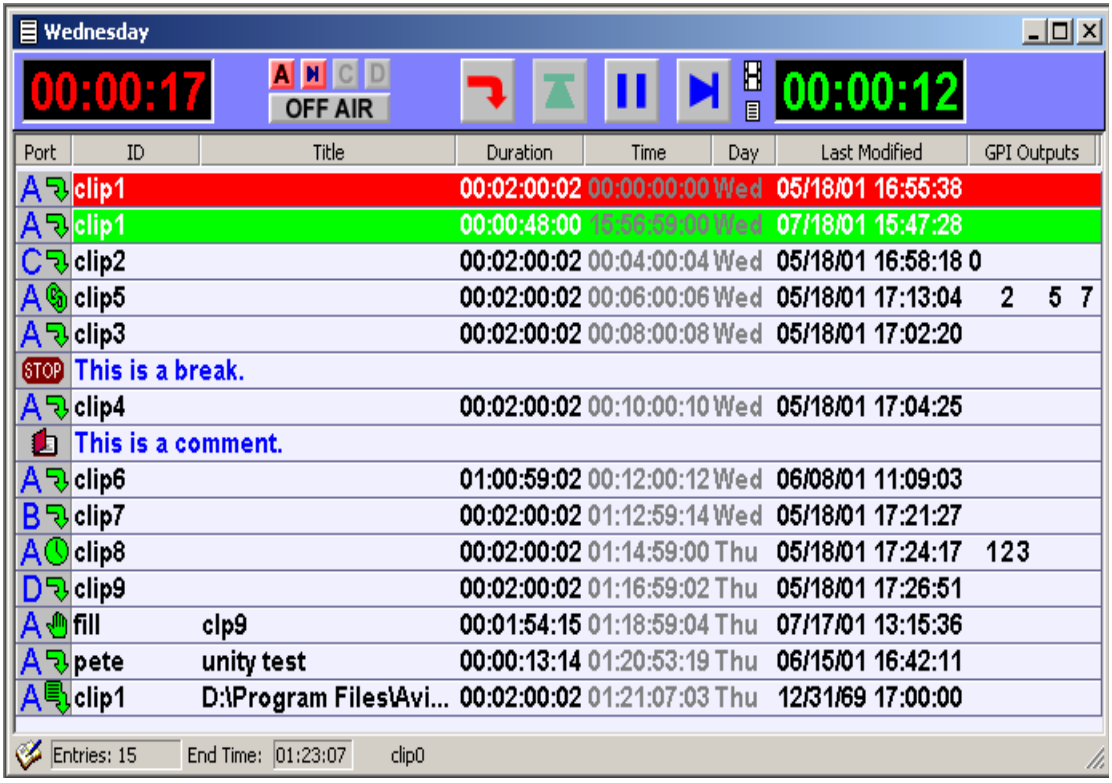


Figure 5-22 Typical Playlist On-Air

Rearranging Media Events in the List While On-Air

The running order of a playlist may be changed even while the list is in the On-Air state. Make these changes in one of two ways:

- By selecting a different event to play next.
- By editing the list.

Selecting the Event to Play Next

Instant changes may be made by readying a different event and playing it.

When a playlist is On-Air, double-clicking an event may ready that event rather than displaying the Clip Editor. The precise function depends on the playlist setting. See “Configuring Double Click Mode” on page 16.

To ready and play a different event do one of the following:

a. Double-click the event.

-OR-

b. Select the event and click the Ready button.

See“Playing Events” on page 5-50.

CountDown readies the new event and plays it.

Editing the List

Editing the list while it is in the On-Air state is similar to editing the list before going on-air. The difference is only one event may be selected and moved at a time. It is still possible to drag a selection of items into the list, from either the media list or another open playlist.

If either the playing or readied item is selected, it will not be highlighted in the normal selected item color. Instead, it will retain its color—playing or ready— but will be highlighted in a hatched color pattern rather than a solid color.

To relocate an event, select the event and do one of the following:

a. Drag the event to the desired location.

-OR-

b. Use the Cut and Paste commands.

- Select Cut from the Edit menu, or click the Cut button on the General toolbar.
- Click the location above where the event will appear.

- Select Paste from the Edit menu, or click the Paste button on the General toolbar.

CountDown places the event in the new location.

To ready an inserted event immediately after the playing event, see “Enabling Automatic Readying of a Dragged / Pasted Media Event” on page 3-17.

Dragging a readied event away from its location in the list will cause it to lose its readied status. The event must be readied again or another event must be readied.

To duplicate an event in the playlist, select the event and do one of the following:

a. Hold down the CTRL key and drag the event to the location above where the event will appear.

   -OR-

b. Use the Cut and Paste commands.

To duplicate an event in the playlist using the Cut and Paste Commands, do the following:

1. Select Cut from the Edit menu, or click the Cut button on the General toolbar.
2. Click the location above where the event will appear.
3. Select Paste from the Edit menu, or click the Paste button on the General toolbar.

CountDown places the event in the new location.

Controlling the On-Air Event

The playout of events while a playlist is on air may be affected by the Freeze and Skip buttons on the Playlist Control toolbar. See figure 5-2 and figure 5-21.

Pausing an Event

To pause an event on a still frame, click the Freeze button. While the event is paused, the rundown clock temporarily stops.

To resume playout, click the Freeze button a second time. The event continues to play and the rundown clock resumes.

Holding down the CTRL key while clicking the pause button will also place the channel in E-E mode. E-E mode is cleared when playout resumes.

Aborting an Event

The red A, B, C or D channel button is the active channel button.

To abort a playing event, click the Skip button and the event immediately stops. The Skip button controls only the last event played to air. If the list is in Multiple Channel mode and more than one event is playing— for instance, an event is started on Channel B before the event on Channel A has finished—the active channel button becomes a skip button. Click this button to skip the event in that channel.

If the playlist is in Single Channel mode, or if the next event is on the same channel as the aborted event, CountDown displays the first frame of the new event.

If the playlist is in Multiple Channel mode and the next event is on a different channel, CountDown typically blanks the current channel.

When an aired event ends and there is no Follow-On event, CountDown uses the AirSPACE End Of Clip mode setting. See the AirSPACE Operations Manual for more information on setting the End Of Clip mode.

Grouping and Ungrouping Events

CountDown allows grouping of events for multiple channel playout. The events to be grouped must be consecutively located and assigned to separate channels.

Grouping

To group a selection of events, do the following:

1. Ensure the events to be grouped are consecutively located and assigned to separate channels.
2. From the Playlist menu select Group Items or click the Group button on the Playlist / Shotbox toolbar. See Figure 5-2 on page 5-3.

Except for the first event in the group, the Playout Mode icon for each event changes to a chain link indicating that they are grouped. CountDown will play all grouped events simultaneously starting at the time the first event in the group is set to start.

Ungrouping

To ungroup a selection of events, do the following:

1. From the Playlist menu, select the group and select Ungroup Items or click the Ungroup button on the Playlist / Shotbox toolbar. See Figure 5-2 on page 5-3.

The Playout Mode icon for each event changes back to what it was before being grouped.

Manually Starting an Event

To manually start playing an event, see “Playing Events” on page 5-50.

Performing a List Changeover

A list changeover is changing from one list playing out to playing out another.

To perform a list changeover, do the following:

1. While one list is playing, open another list. See “Opening an Existing Playlist” on page 5-23.
2. Put the new list in the On-Air state by clicking the MULTIPLE playout channel button or by selecting the channel use—A, B, C, or D—or selecting the appropriate mode from the Playlist Menu Active command.

A warning dialog box is displayed, as shown in Figure 5-23.:

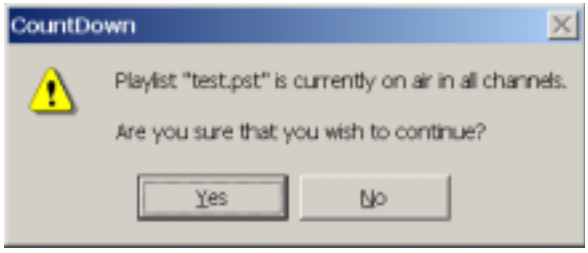


Figure 5-23 Activate Playlist Warning Dialog

3. Do one of the following:
   a. Click Yes to continue activating the new playlist.

      -OR-

   b. Click No to leave the current list on air.

   If Yes is selected, the playing event in the initial playlist continues to playout and CountDown readies the appropriate event in the new playlist.
4. Play an event in the new list. See “Playing Events” on page 5-50.

   The initial playlist goes off air and the new playlist goes on air. The playout of the changeover appears seamless.

To have one playlist follow-on automatically, add a reference to the new playlist as the last entry in the current playlist. See “Including the Events from Another Playlist” on page 5-6.

Playing Out Multiple Playlists

More than one playlist may be played out at one time as long as each playlist is designated to play on a unique channel.

To play out multiple playlists, do the following:

1. While one list is playing in Single Channel mode, open another playlist. See “Opening an Existing Playlist” on page 5-23.

To play out multiple playlists, do not set them to use Multiple Channel mode. If they are set to use multiple channel, a changeover will occur.

2. Put the new list in the On-Air state by setting the playout channel to a channel other than the one used by the playing list. See “Playing Events” on page 5-50.
3. Play an event in the new list. See “Playing Events” on page 5-50.

Both playlists play simultaneously on their unique channels.

Going Off-Air

To put a list off air without doing a changeover, hold down the Shift key while clicking the Off-Air button on the Playlist Control toolbar. See Figure 5-21 on page 5-48.

Playlist Time Displays

The Playlist window has a two time displays. The one on the left, with red digits, shows the time remaining for the playing event.

The display on the right, with green digits, displays either the time remaining for the entire playlist or the elapsed time—also known as

count up time—for the playing event. The display mode is set on the Playlist Preferences dialog box. See “Determining The Second Playlist Time Display Mode” on page 3-19

Importing a Playlist

Playlist entries may be created from a list of IDs stored in a text file. This is known as importing a playlist.

To import a playlist, do the following:

1. Create a text file using a text editor, such as WordPad or NotePad, and list the required event IDs—each on its own line— in the order in which they will appear in the playlist.
2. Save the text file.
3. Select the point in the existing playlist where to insert the new items, or create a new playlist. See “Creating a New Playlist” on page 5-3.
4. From the File menu, select Import Text File.

   The Import Playlist dialog box appears.
5. Select the text file that was created and click Open.

A new entry is created for each ID in the text file. Each new entry is designated as a placeholder so the event details may be updated automatically from the AirSPACE Server.

Exporting a Playlist

Playlist entries may be stored in the form of a text file for purposes such as archiving and printing. This is known as exporting a Playlist.

To export a playlist, do the following:

1. From the File menu, select Export Playlist.

   The Export Playlist dialog box appears.

2. Select the location where the file will be saved and click Save.

Playlist: New Playlist.pst

START	ID	TITLE	DURATION
00:00:00	longclck	20 second clock	00:00:05
00:00:05	vtr_test	Test of DigiBeta	00:00:06
00:00:11	fred0000	New Title	00:00:05
00:00:16	test9998	Imported Entry Test	00:00:05
00:00:21	clip0142	My new clip	00:00:10
00:00:31	fred3333	A Placeholder Update	00:00:05
00:00:36	vtr_tst3	Preroll Test	00:00:05
00:00:41	newplace	This is the item	00:00:05
00:00:46	LONG_TWO	EVENT WITH THE LONGEST NAME TEST	00:00:05
00:00:51	mike2345	VTR Test	00:00:02

Figure 5-24 Example of an Exported Playlist File

Exported text files are not intended to be re-imported into CountDown.

Other Playlist Functions

Querying Playlist Data Externally

CountDown includes a simple API that allows external applications to query certain playlist parameters when a list is On-Air. The data, which may be queried, is as follows:

- Title and ID of the event currently playing to air
- Title and ID of the event currently readied for playout
- Time remaining for the item currently playing
- Time to the next Key Event

Any item in the playlist may be configured as a Key Event. A playlist can contain several key events. In these cases, the reported time to next is the time to the first key event.

Configuring an Item As a Key Event

To configure an item as a Key Event, do the following:

1. Select the item to be configured.
2. From the Playlist menu, choose Key Event Item.

CountDown flags the item as a Key Event. CountDown indicates that an item is a Key Event by displaying the Start Time of the item reversed against a shaded background. See Figure 5-25.

Figure 5-25 Indication of Key Event Item

Cancelling a Key Event

To cancel an item's Key Event status, do the following:

1. Select the Key Event item.
2. From the Playlist menu, choose Key Event Item.

CountDown cancels the Key Event status.

Playlist data may be queried using the CountDown API interface or using MOS protocol.

Breaking Out Of Referenced Playlist Loops

A referenced playlist may be used to loop a playlist continuously. See "Using a Playlist Reference to Loop the Playlist" on page 5-8. CountDown allows the user to configure a time the reference list will no longer be expanded, and the looping operation will cease. This is called, setting a playlist loop break time.

Setting The Playlist Loop Break Time

To set the Loop Break time for a playlist, do the following:

1. From the Playlist menu select Set Loop Break Time. The Set Loop Break Time dialog box is displayed as shown in Figure 5-26.

Figure 5-26 Set Loop Break Time Dialog Box

2. Enter the time at which looping is to end.

3. Click OK.

CountDown stores the Loop Break time, and displays it in the bottom corner of the Playlist window. See Figure 5-27 on page 5-63.

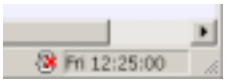


Figure 5-27 Display of Loop Break Time

Clearing A Loop Break Time

To clear the Loop Break time for a playlist, do the following:

1. From the Playlist menu choose Set Loop Break Time. The Set Loop Break Time dialog box is displayed as shown in Figure 5-26.
2. Click Clear.

CountDown clears the Loop Break time.

The Loop Break Time does not determine the precise time at which looping ends. Before CountDown expands the reference playlist, it checks to see if the current time exceeds that set for the Loop Break. If the time exceeds the Loop Break time, CountDown skips the reference list and proceeds to ready any subsequent item. If the Loop Break time has not been reached, the reference list is expanded and looping continues.

Operation With MOS Protocol

When CountDown is operating under the control of a newsroom computer system using MOS Protocol, restrictions are placed on the playlist functionality. These restrictions ensure that at all times the playlist correspond exactly to the newsroom computer system running order times.

The restrictions placed on the playlist functionality are as follows:

- Editing is not allowed
- Items may not be inserted
- Items may not be deleted
- The item may not be edited in the Clip Editor
- The Playlist window may not be closed

A MOS originated playlist may still be saved using the Save Playlist As command from the File menu. The saved copy may then be edited.

See “Configuring the MOS Interface” on page 3-43 for more information on configuring CountDown with MOS Protocol.

CHAPTER 6

Using Shotboxes

In This Chapter

This chapter provides instructions for building, modifying, and playing shotboxes. The following topics are discussed:

- Understanding Shotboxes
- Building a Shotbox
- Opening an Existing Shotbox
- Playing a Shotbox to Air

Understanding Shotboxes

Shotboxes represent a different approach to playout control. Instead of the sequential operation of the playlist, shotboxes allow random access and playout of media events. Unlike the playlist, the highlight colors used for the playing and readied states cannot be changed—green being used for the readied state and red for playing. See Figure 6-1 on page 6-2.

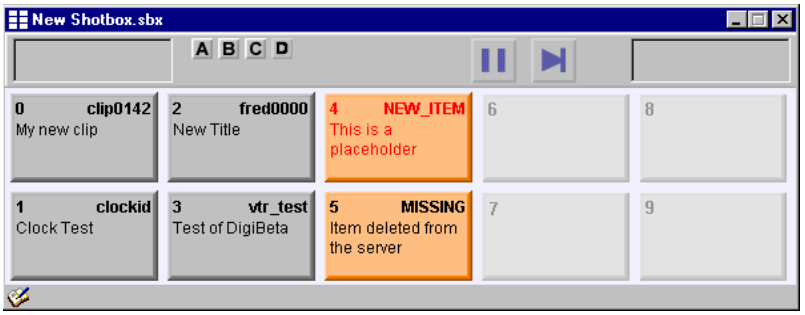


Figure 6-1 Typical Shotbox Window

The shotbox buttons indicate the same information as the entries on a playlist. The playing event is highlighted in red and the readied event is highlighted in green. Buttons, currently configured as placeholders, show their details in red, and events that cannot be played or readied are highlighted in orange. See “Using Placeholders” on page 6-3.

See “Enabling One Shot Operation” on page 6-16.

When the shotbox is configured to operate in one-shot mode the events are not displayed in the readied state. The colors used for highlighting are changed in the Playlist Appearance tab of the General Preferences dialog box, see “Configuring Clip Status Indication Color” on page 3-20.

Building a Shotbox

To build a shotbox, ensure that shotbox editing is enabled. See “Enabling Playlist / Shotbox Editing” on page 3-15. This is not required when creating a new shotbox.

Creating a New Shotbox

To build a new shotbox first, create a new empty shotbox.

To create a new empty shotbox, do one of the following:

a. Press ALT and click the New icon on the General toolbar

-OR-

b. Press CTRL-ALT-N.

CountDown opens a new shotbox called, Untitled Shotbox *n* where *n* is the number of new shotboxes that have been created during this CountDown session.

Assigning Media to Buttons

Each button in the shotbox represents a media event. Media events must be assigned to buttons before playing events to air.

To assign a media event to a button, select the desired event from the media list, from another shotbox, or from a playlist, and do one of the following:

a. Drag the selection to the desired button.

-OR-

b. Use the Copy and Paste commands.

Every button does not need to have an event assigned to it. Buttons that do not have media events assigned to them are inactive.

Using Placeholders

As with playlists, placeholders enable creation of events in a shotbox for media events that are not yet present on the AirSPACE Server.

Assigning a Placeholder to a Button

To assign a placeholder to a button, do the following:

1. Select the button in the shotbox to assign the placeholder to.
2. From the Shotbox menu, select Insert Placeholder or click the Insert Placeholder button on the Playlist / Shotbox toolbar, see Figure 5-2 on page 5-3.

   The Insert Placeholder dialog box appears as shown in Figure 6-2.

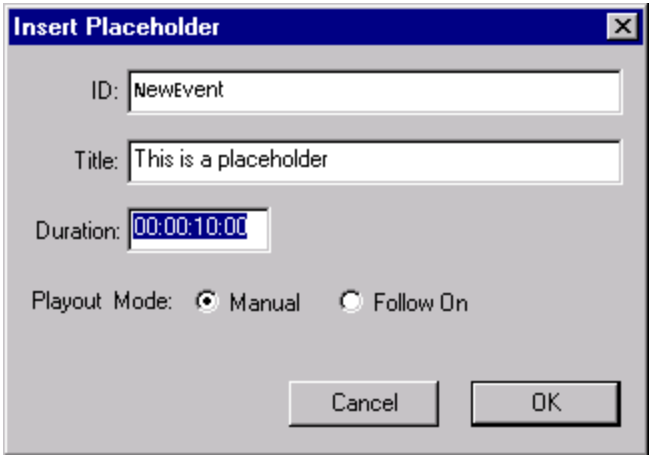


Figure 6-2 Insert Placeholder Dialog Box

3. Enter the ID, Title, and Duration of the event.

   CountDown will update the Title and Duration after the media and the ID arrive on the AirSPACE Server.

The ID must correspond to the ID used when creating the media event on the AirSPACE Server.

4. Click OK.

CountDown assigns the placeholder to the selected button showing the details in red to indicate that it is a placeholder and not yet a playable media event.

When CountDown detects a match between a placeholder ID and the ID of an event on the AirSPACE Server, it updates the shotbox button details to match those of the event on the AirSPACE Server. It also cancels the button's placeholder status and displays the details of the event in black, indicating that it is a playable media event.

When creating a placeholder, if the event already exists, pressing the Tab key fills in the Title and Duration fields.

Converting an Existing Event to a Placeholder

An existing event may be converted to a placeholder. Use this feature when anticipating the media being removed from the AirSPACE Server.

To convert an existing event to a placeholder, do the following:

1. Select the button of the event to convert to a placeholder.
2. From the Shotbox menu, select Convert to Placeholder.

CountDown converts the event to a placeholder showing the details in red to indicate that it is a placeholder and not yet a playable media event.

Undoing Changes

To undo the last change made to a shotbox, select Undo from the Edit menu.

CountDown only has a single level of the undo function. For a more wide ranging undo, see "Reverting Changes to a Shotbox" on page 6-6.

Reverting Changes to a Shotbox

During editing of a shotbox, all changes made since the file was last saved may be cancelled. This is called reverting changes to a shotbox.

To revert changes to a shotbox, select Revert Shotbox from the File menu.

Saving a Shotbox

To save a shotbox, do the following:

1. Select Save or click the Save button on the General toolbar.
2. If the shotbox has never been saved before, the Save Shotbox As dialog box appears. In the File Name text box, enter the name to use for the shotbox.
3. Click Save.

   CountDown saves the shotbox with the name entered.

To save the shotbox to a different name, do the following:

1. Select Save Shotbox As from the File menu.

   The Save Shotbox As dialog box appears.

2. In the File Name text box, enter the name to use for the shotbox.
3. Click Save.

   CountDown saves the shotbox with the name entered.

Opening an Existing Shotbox

The two methods used to open an existing shotbox are the open command and the drag and drop method.

The Open Command

1. Click the Open button on the general toolbar or select Open from the File menu.

   The Open dialog box appears.

2. Select Shotbox Files from the File Type drop-down list.

   A list of existing shotboxes appears.

3. Select the shotbox to open.
4. Click OK.

To open the Open dialog box with shotbox files already selected in the file type list, do one of the following:

a. Press and hold down the ALT key and click the Open button on the general toolbar.

   -OR-

b. Type CTRL -ALT-O.

The Drag and Drop Method

1. Locate the shotbox file to open. For instance, the file may be on the Desktop, listed in Windows Explorer, or listed in any directory window.
2. Click the file and drag it from its location and drop it into the CountDown window.

Optimizing the Positions of CountDown Windows

To optimize the positions of the Playlist, Shotbox, and Media List windows, do one of the following:

a. From the Windows menu, select Arrange Windows or click the Arrange Windows button on the Playlist / Shotbox toolbar. See Figure 5-2 on page 5-3 for more information.

   If no more than three Playlist / Shotbox windows are open, the Arrange Windows command tiles them. If more than three Playlist / Shotbox windows open, the Arrange Windows command staggers them.

   -OR-

b. From the Windows menu, select Tile Horizontally.

   The Tile Horizontally command allows viewing of all open Playlist / Shotbox windows when there are more than three open.

Modifying Events in the Shotbox

Events in a shotbox may be modified in three different ways. They are the following:

- Modifying Shotbox Events Using AirSPACE
- Modifying Shotbox Events Using the Browser Controls

- Modifying Shotbox Events Using the Clip Editor

Editing an event using AirSPACE or Browser Controls changes the available duration of the media event itself. Using the Clip Editor changes only the duration of the event that CountDown plays to air.

Modifying Shotbox Events Using AirSPACE

Refer to the *Avid AirSPACE Installation and User's Guide* for information on modifying media events using AirSPACE editing.

Modifying Shotbox Events Using the Browser Controls

Use the Browser Controls to modify IN or OUT points of an event as they exist on the AirSPACE Server.

To edit an event using the Browser Controls, do the following:

1. Open the Browser Control dialog box. See "Understanding the Browser Control Dialog Box" on page 4-25.
2. Use the Transport Controls to find the IN point. See "Using the Transport Controls" on page 4-15 for more information.
3. Click the Mark IN button.

   The IN time appears in the In text box.
4. Use the Transport Controls to find the OUT point.
5. Click the Mark OUT button.

   The OUT time appears in the Out text box.

   You also can enter IN and OUT points manually by clicking in the appropriate text box, typing the desired timecode value, and pressing the Return key.

   After setting the IN and OUT points, they may be cued using the Cue buttons.
6. To clear the IN or OUT point of an event, click the Clear In or Clear Out button corresponding to the IN or OUT point.

7. To close the Browser Control dialog box, click Done.

Modifying Shotbox Events Using the Clip Editor

The Clip Editor may be used to modify the IN and OUT points of an event. These IN and OUT point modifications take affect only when the event is played out. The original media event on the AirSPACE Server is not affected. This allows the flexibility to play out media from the same event multiple times, each with a different set of IN and OUT points.

To edit the IN or OUT points of an event using the Cilp Editor, do the following:

1. Access the Clip Editor dialog box by doing one of the following:
   a. Double-click the event's button.

      -OR-

   b. Select the event's button and from the Shotbox menu, select Edit Clip.

      -OR-

   c. Select the event's button and click the Edit Clip button on the Playlist / Shotbox toolbar. See Figure 5-2 on page 5-3.

      -OR-

   d. Select the event's button and type CTRL-E.

   The Clip Editor dialog box appears as shown in Figure 6-3.

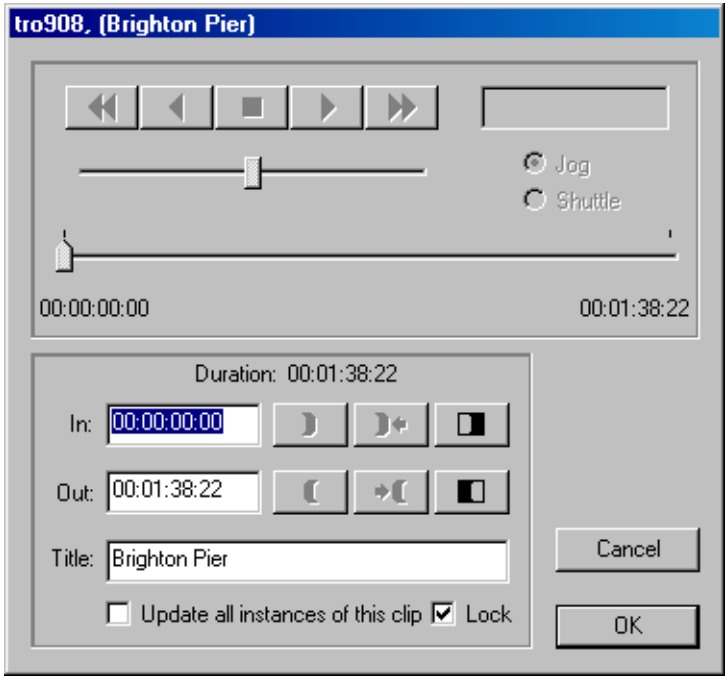


Figure 6-3 CountDown Clip Editor

2. Use the Transport Controls in the Clip Editor to find the IN point. For information on using the Transport Controls, see “Transport Controls” on page 5-42.
3. Click the Mark IN button.

   The IN time appears in the In text box.
4. Use the Transport Controls in the Clip Editor to find the OUT point.
5. Click the Mark OUT button.

   The OUT time appears in the Out text box.

IN and OUT points may be entered manually by clicking in the appropriate text box, typing the desired timecode value, and pressing the Return key.

After setting the IN and OUT points, they may be cued using the Cue buttons.

6. To clear the IN or OUT point of an event, click the Clear button corresponding to the IN or OUT point.
7. To change the title of this instance of the event in the shotbox, in the Clip Editor, enter a new title in the Title text box.
8. To apply changes made to all instances of the event throughout all open playlists and shotboxes, check the Update all instances of this clip check box in the Clip Editor.

   CountDown looks through all open playlists and shotboxes—including referenced playlists—for instances of the event matching this Event ID and Title, and updates them.
9. Click OK.

Modifying Events While Playing a Shotbox to Air

CountDown allows modification of events in a shotbox even as that list is aired; however, CountDown restricts the functionality of the Clip Editor if a network browse channel is not assigned or if the event you are editing is playing. CountDown allows only manual entries, clearing the IN and OUT points, and changing the title—the Transport Controls, Mark IN, Mark OUT, and Cue buttons are disabled.

CountDown also allows modification of readied and playing events. Modifying a readied event causes CountDown to re-ready it. Modifying a playing event causes CountDown to update the duration of the event as it is playing.

When a shotbox is on air, double-clicking an event plays that event rather than displaying the Clip Editor.

To edit the IN and OUT points of a event while the shotbox is on air, use the Clip Editor. See“Using the Clip Editor” on page 5-39 for more information.

Restoring Event Properties

After modifying an event using the Clip Editor, the IN point and duration event properties may be restored to that of those on the AirSPACE Server.

To restore the properties of an event or a group of events, do the following:

1. Select the event or the group of events in the playlist.
2. From the Shotbox menu, select Reset Details.

   CountDown restores the IN point and duration of the event or group of events to that of those on the AirSPACE Server.
3. If CountDown cannot locate the event on the AirSPACE Server, a dialog box appears stating that it cannot locate the event. See Figure 6-4 on page 6-13.

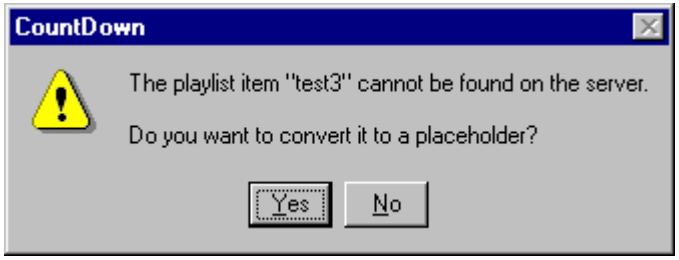


Figure 6-4 Convert to Placeholder Dialog Box

Do one of the following:

a. To convert the event to a placeholder, click Yes.

   CountDown converts the event to a placeholder.

   -OR-

b. To cancel the command, click No.

   CountDown retains the modified properties of the event.

Playing a Shotbox to Air

There are two steps to playing out the events in a shotbox. The first step is, putting the shotbox in the On-Air state. The second step is, playing out events in that list.

These steps are done using the shotbox Control toolbar.

Figure 6-5 Shotbox Control Toolbar

The Channel buttons—shown at left—on the shotbox Control toolbar allows selection of the single channel which will put the shotbox in an On-Air state.

The Freeze button on the shotbox Control toolbar freezes the clip currently playing.

The Stop button on the shotbox Control toolbar will stop the playout of the Current item.

Going On-Air

As with a playlist, selecting the channel to play out the shotbox simultaneously puts the shotbox in the On-Air state.

If another shotbox or playlist is active on that channel, it will be put Off-Air. Figure 6-6 shows an example of a shotbox in the On-Air state.

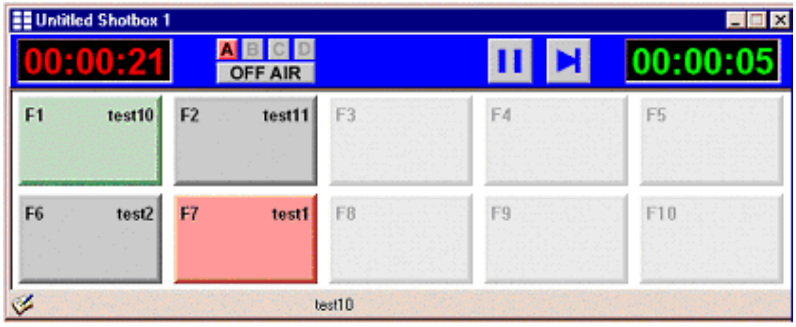


Figure 6-6 Shotbox On-Air

To select the channel and put the shotbox in the On-Air state, click the channel button in the shotbox control toolbar corresponding to the desired channel. See Figure 6-5 on page 6-14.

The toolbar changes to current On-Air color, indicating that the shotbox is in the On-Air state.

CountDown associates shotboxes to single channels only. Multiple channel operation does not apply.

Readying Events

When the shotbox is in the On-Air state, click the event's button or press the Function key that corresponds to the event's button, to ready it.

CountDown highlights the button in the readied color, which is green.

The shotbox window must be active for the Function keys to operate.

Playing Events

After an event is in the readied state, click the events button or press the appropriate Function key to play the event.

CountDown highlights the button in the Playing color, which is red.

An event can be readied and immediately played by double-clicking the button or by pressing the appropriate function key twice. Shotboxes do not respond to the GPI Next Event command.

Enabling One Shot Operation

CountDown can ready and play an event immediately, requiring no intermediate user action. This is known as One Shot operation.

To enable One Shot operation, select One Shot Operation in the Shotbox menu.

Clicking a button in the shotbox once or pressing a function key once causes CountDown to play the corresponding event.

Controlling an On-Air Shotbox

See “Shotbox Control Toolbar” on page 6-14.

There are two buttons on the Shotbox Control toolbar that affect the playing event. They are the Freeze button and Channel Selection buttons that may become Skip buttons.

Pausing an Event

To pause an event on a still frame, click the Freeze button. While the event is paused, the rundown clock temporarily stops.

To resume play-out, click the Freeze button again. The event continues playing and the rundown clock resumes.

Holding down the CTRL key while clicking pause will also place the channel in E-E mode. The E-E mode is cleared when playout is resumed.

Aborting an Event

To abort a playing event, click the Skip button. The event immediately stops and CountDown blanks the channel.

Index

A

aborting an event
  in a playlist 5-54
  in a shotbox 6-17
active implementation, GPI 2-10
adding
  break events 5-10
  comments 5-9
  placeholders
    to a playlist 5-16
    to a shotbox 6-3
AirSPACE
  backup, configuring installation for 3-7
  changeover, performing 3-9
  changes in
    enabling audible alert for 3-29
    enabling automatic updating for events 3-30
  IP address
    determining 3-5
    specifying 3-4
  media events
    deleting 4-22
  preferences, configuring 3-2
Alert When Server Changes check box 3-29
alert, audible for changes in server content 3-29
Allow Media Deletion check box 3-29
Allow Playlist and Shotbox Editing check box 3-15
Allow Recording check box 3-29
ascending order, sorting media list by 4-3
assigning
  channel for browsing 3-6
  channels for controlling AirSPACE ports 3-2
  mirroring channels 3-4
  play-out channel
    automatically 5-5
  playout channel 5-29
audible alert for change in server contents, enabling 3-29
automatic
  placeholder conversion, enabling 3-30
  updating of events for server changes, enabling 3-30
automatically
  assigning play-out channel 5-5
  inspecting modification date of playlist and shotbox files 3-12
  reversing default Playout mode 5-5
  saving changes to playlist and shotbox files 3-12
Automatically Show Media List check box 3-30
Automatically Update Playlist Entries if Server

Changes check box 3-30
Auto-Ready dragged items check box 3-17
Autoscroll On-Air List check box 3-16
autoscrolling On-Air list 3-16

B

backup
PC
configuring installation for 3-9
making connections to 2-6
updating playlist and shotbox files for 3-12
server installations
configuring 3-7
making the connections 2-5
break events
adding 5-10
editing 5-11
Browse Item command 4-23
browse-only mode 3-31
Browser Control dialog box
understanding 4-24
browser controls
using 4-23
to modify events
in a shotbox 5-38, 6-9
browsing
assigning a channel for 3-6
media events 4-23
media list 4-1
VTR media 4-14
buttons
Freeze
in a playlist 5-54
in a shotbox 6-17
Next 5-50
Off Air 5-58
Ready 5-52
Skip
in a playlist 5-54
in a shotbox 6-17

C

cancelling a search for media events 4-10
case-sensitive sort ordering, enabling 3-30
changeover
list, performing 5-56
server, performing 3-9
changes
reverting in a playlist 5-22
reverting in a shotbox 6-6
undoing
in a playlist 5-21
in a shotbox 6-5
channel
play-out
assigning automatically 5-5
playout
assigning 5-29
response, enabling to GPI Next Event Input 3-35
channels
assigning
for browsing 3-6
for controlling AirSPACE ports 3-2
for mirroring 3-4
CountDown, configuring 3-2
Clip Editor
understanding 5-41
using
in a playlist 5-38
in a shotbox 6-10
clip status indication color, configuring 3-19
color indicators
clip status, configuring 3-19
customizing
high and low tally 3-36
on-line / off-line 3-11

COM port
GPI 3-35
setting to correspond to VDCP ports 3-2
VTR, setting 3-32
command logging, VDCP
disabling 3-26
enabling 3-24
commands
Browse Item 4-23
Convert to Placeholder 5-18, 6-5
Delete Media 4-22
Edit Clip 5-38, 6-10
Expand Referenced List 5-8
Export Playlist 5-59
Find All 4-10
Find Media 4-7
Import Text File 5-59
Insert Break 5-10
Insert Comment 5-9
Insert Placeholder 5-16, 6-3
Insert Playlist 5-6
New Search 4-9
Record 4-10, 4-12, 4-17
Refresh from Server 4-22
Replicate Item 5-18
Reset Details 5-46, 6-13
Revert Playlist 5-22
Revert Shotbox 6-6
Save Playlist Selection 5-23
Set Item Play Channel 5-29
Set Item Type 5-30
Undo 5-21, 6-5
comments
adding 5-9
editing 5-10
communication, establishing between AirSPACE and CountDown 3-2
compatibility of serial port expansion cards 2-7
configuring
backup server installations 3-7
COM port
GPI 3-35
VTR 3-32
CountDown channels 3-2
defaults
event Playout mode 3-16
for media list 3-30
functionality for playlists and shotboxes 3-14
GPI Input
functions 3-34
switching between CountDown PCs 3-10
GPI Outputs
functions 3-36
indication color
clip status 3-19
high and low tally 3-36
on-line/off-line 3-11
media-related functionality 3-28
network 3-4
preferences
server 3-2
user 3-13
VTR 3-31
redundant control installations 3-9
Time Remaining display 5-58
VTR COM port 3-32
connecting
backup control PC 2-6
backup servers 2-5
GPI Input to CountDown PC 2-4
VTR to CountDown PC 2-4
control, backup, configuring installations for 3-9
controlling a VTR 2-4
controls, VTR, using 4-14
Convert to Placeholder command 5-18, 6-5
converting an event to a placeholder
in a playlist 5-18
in a shotbox 6-5
correcting VTR frame-accuracy 3-33

CountDown PC
backup
configuring installation for 3-9
updating playlist and shotbox files for 3-12
configuring GPI switching between 3-10
enabling GPI control of 3-35
updating files between primary and backup 3-12
creating
new shotbox 6-2
playlists 5-3
adding media events 5-3
customizing
color indicators
high and low tally 3-36
on-line / off-line 3-11

D

defaults, setting
event Playout mode 3-16
media list 3-30
deferred ready function, enabling 3-17
Delete Items After Playout check box 3-16
Delete Media command 4-22
Deleted Items Convert Playlist Entries to Placeholders check box 3-30
deleting
media events from AirSPACE 4-22
old software license 1-3
deleting media, allowing 3-29
descending order, sorting media list by 4-3
determining AirSPACE IP address 3-5
disabling
diagnostic logging 3-26
password protection for preferences 3-23
displays
status, understanding 3-44
time remaining 5-58
duplicate license error 1-3
duplicating media events in a playlist 5-15
duration of media events, restoring
in a playlist 5-46, 6-13
in a shotbox 6-13

E

Edit Clip command 5-38, 6-10
edit offset, setting for VTR 3-33
editing
break events 5-11
comments 5-10
enabling for playlists and shotboxes 3-15
events
in a playlist 5-37
while playing list to air 5-46
in a shotbox 6-9
while playing shotbox to air 6-12
playlists 5-14
enabling
audible alert for change in server contents 3-29
automatic placeholder conversion 3-30
automatic readying of a dragged / pasted events 3-17
automatic updating of events for server changes 3-30
browse-only mode 3-31
case-sensitive sort ordering 3-30
channel response to GPI Next Event Input 3-35
deferred ready function for placeholders 3-17
deletion of events after play-out 3-16
diagnostic logging 3-24
extended ID support 3-31
GPI Input
control of CountDown PC 3-35
Next Event command 3-35

On-Air tally 3-36
switching between PCs 3-10
media deletion 3-29
media recording 3-29
on-air tally 3-36
one-shot operation 6-16
password protection for preferences 3-21
playlist and shotbox editing 3-15
return key for Next Event command 3-15
visibility of On-Air clip 3-16
entering
AirSPACE IP address 3-4
software license information 1-2
establishing
communication between AirSPACE and CountDown 3-2
functionality of playlists and shotboxes 3-14
preferences
server 3-2
user 3-13
events
aborting while On-Air
in a playlist 5-54
in a shotbox 6-17
adding to a playlist 5-3
assigning playout channel for 5-29
assigning to buttons 6-3
automatic placeholder conversion for 3-30
browsing 4-23
configuring functionality for 3-28
duplicating in a playlist 5-15
editing
in a playlist 5-37
while playing list to air 5-46
in a shotbox 6-9
while playing shotbox to air 6-12
enabling automatic deletion after play-out 3-16
enabling automatic readying of 3-17
enabling automatic updating for server changes 3-30
Follow-On, setting to act as manual 5-10
manually starting while On-Air 5-55
modifying
in a playlist 5-25
in a shotbox 6-9
On-Air, enabling visibility in list 3-16
pausing while On-Air
in a playlist 5-54
in a shotbox 6-17
Payout mode
selecting
Follow-On 5-31
playing
in a playlist 5-50
in a shotbox 6-16
Playout mode
assigning 5-30
selecting
manual 5-30
setting default 3-16
play-out mode
selecting
time-of-day 5-31, 5-34
readying
in a playlist 5-52
in a shotbox 6-15
rearranging 5-14
while On-Air 5-52
recording 4-10
from a VTR 4-12
manually 4-10
time-of-day 4-17
relocating in a playlist 5-14
replicating in a playlist 5-18
restoring properties
in a playlist 5-46, 6-13
in a shotbox 6-13
searching for in media list 4-6
cancelling a search 4-10
restricting a search 4-9
starting a new search 4-9

setting to play next 5-52
time-of-day
adjusting playout time 5-33
Expand Referenced List command 5-8
expanding a referenced playlist manually 5-8
expansion cards, serial port, understanding 2-7
Export Playlist command 5-59
exporting a playlist 5-59
Extended ID Support check box 3-31
external control configuration, setting up 2-3

F

fields, playlist 5-25
Find All command 4-10
Find Media dialog box, using 4-7
finding
AirSPACE IP address 3-5
events in the media list 4-6
Follow-On As Default check box 3-16
Follow-On events 5-31
to act as manual 5-10
frame-accuracy, correcting for VTR 3-33
Freeze button
in a playlist 5-54
in a shotbox 6-17
functions, configuring for GPI Input 3-34
functions, configuring for GPI Outputs 3-36

G

going Off-Air 5-58
GPI
Input
configuring
functions 3-34
GPI Input
configuring
switching between CountDown PCs
3-10
connecting to CountDown PC 2-4
connectivity 2-9
active implementation 2-10
passive implementation 2-9
control of PC 3-35
enabling
channel response to Next Event Input
3-35
On-Air tally 3-36
GPI Outputs, configuring functions 3-36
grouping and ungrouping events 5-55

H

hardware requirements 1-1
high tally indicators, customizing color for 3-36

I

icons, playlist 5-25
Import Text File command 5-59
importing a playlist 5-59
In point of media events, restoring
in a playlist 5-46, 6-13
in a shotbox 6-13
indication colors
clip status 3-19
high and low tally 3-36
on-line/off-line 3-11
Insert Break command 5-10
Insert Comment command 5-9
Insert Placeholder command 5-16, 6-3
Insert Playlist command 5-6
inspecting modification date of playlist and
shotbox files automatically 3-12
installing
CountDown 1-2
Port I/O driver 1-5

IP address, AirSPACE
determining 3-5
specifying 3-4

L

license, software, entering 1-2
new license 1-3
list changeover, performing 5-56
list, media
browsing 4-1
setting defaults for 3-30
loading CountDown 1-2
logging
disabling 3-26
enabling 3-24
looping a playlist 5-8
low tally indicators, customizing color for 3-36

M

manually
expanding a referenced playlist 5-8
recording 4-10
starting an event 5-55
media events
aborting while On-Air
in a playlist 5-54
in a shotbox 6-17
adding to a playlist 5-3
assigning playout channel for 5-29
assigning to buttons 6-3
browsing 4-23
duplicating in a playlist 5-15
editing
in a playlist 5-37
while playing list to air 5-46
in a shotbox 6-9
while playing shotbox to air 6-12
Follow-On 5-31
to act as manual 5-10
manually starting while On-Air 5-55
modifying
in a playlist 5-25
in a shotbox 6-9
pausing while On-Air
in a playlist 5-54
pausing while On-Ar
in a shotbox 6-17
playing
in a playlist 5-50
in a shotbox 6-16
Playout mode
assigning 5-30
selecting
Follow-On 5-31
manual 5-30
play-out mode
selecting
follow-on
to act as manual 5-10
time-of-day 5-31, 5-34
readying
in a playlist 5-52
in a shotbox 6-15
rearranging 5-14
while On-Air 5-52
recording 4-10
from a VTR 4-12
manually 4-10
time-of-day 4-17
relocating in a playlist 5-14
replicating in a playlist 5-18
restoring properties
in a playlist 5-46, 6-13
in a shotbox 6-13
setting to play next 5-52
time-of-day 5-31, 5-34
adjusting playout time 5-33
media information, updating 4-22

media list
browsing 4-1
rearranging columns of 4-3
resizing columns of 4-3
restoring column layout 4-4
searching for events in 4-6
cancelling a search 4-10
restricting a search 4-9
starting a new search 4-9
setting defaults for 3-30
sorting 4-3
ascending / descending order 4-3
media recording
enabling 3-29
performing 4-10
media, allowing deletion of 3-29
mirroring, assigning channels for 3-4
modification date of playlist and shotbox files, inspecting 3-12
modifying
events in a playlist 5-25
events in a shotbox 6-9

N

network
configuring 3-4
status, understanding 3-46
new playlist, creating 5-3
adding media events 5-3
New Search command 4-9
Next button 5-50
Next Event command
GPI Input 3-34
Return key, enabling for 3-15
Next Event Input, enabling channel response to 3-35

O

Off Air button 5-58
Off-Air, going 5-58
off-line color indicators, customizing 3-11
On-Air
aborting an event
in a playlist 5-54
in a shotbox 6-17
manually starting an event 5-55
pausing an event
in a playlist 5-54
in a shotbox 6-17
on-air
playing a playlist 5-47
playing a shotbox 6-14
On-Air tally
configuring GPI Input for 3-34
customizing color indicators for 3-36
enabling 3-36
one-shot operation, enabling 6-16
on-line color indicators, customizing 3-11
Online Control Enable, configuring GPI Input for 3-34
opening
a playlist 5-23
a shotbox 6-7
Operate in Browse Only mode check box 3-31
operating system requirements 1-1
ordering, sort, case-sensitive 3-30

P

Parallel Port driver, installing 1-5
part of a playlist, saving 5-23
passive implementation, GPI 2-9
password protecting for preferences
disabling 3-23
enabling 3-21
pausing an event

in a playlist 5-54
in a shotbox 6-17
PC
backup
configuring GPI switching between primary and 3-10
configuring installations for 3-9
enabling GPI control of 3-35
updating files between primary and backup 3-12
placeholders
adding to a playlist 5-16
assigning to buttons 6-3
converting an event to
in a playlist 5-18
in a shotbox 6-5
deferred ready function, enabling 3-17
enabling automatic conversion to 3-30
using
in a playlist 5-16
in a shotbox 6-3
playing
a playlist to air 5-47
a shotbox to air 6-14
multiple playlists 5-57
Playlist / Shotbox toolbar 5-2
playlists
aborting an event while on-air 5-54
adding placeholders to 5-16
creating 5-3
adding media events 5-3
editing 5-14
enabling 3-15
editing media events 5-37
while playing list to air 5-46
exporting 5-59
functionality, configuring 3-14
going Off-Air 5-58
grouping and ungrouping events 5-55
icons and fields, understanding 5-25
importing 5-59
looping 5-8
manually starting an event while On-Air 5-55
media events
assigning playout channel 5-29
converting to placeholders 5-18
Playout mode
selecting
Follow-On 5-31
play-out mode
selecting
time-of-day 5-31, 5-34
Playout mode, assigning 5-30
Playout mode, selecting
manual 5-30
modifying events in 5-25
opening 5-23
pausing an event while On-Air 5-54
playing to air 5-47
multiple lists 5-57
rearranging media events 5-14
while On-Air 5-52
referenced
expanding manually 5-8
replicating media events 5-18
reverting changes to 5-22
saving 5-22
part of 5-23
understanding 5-2
updating files to backup PC 3-12
Playout
mode
assigning 5-30
Follow-On 5-31
manual 5-30
reversing automatically 5-5
setting default 3-16
play-out
channel
automatically assigning 5-5
mode

time-of-day 5-31, 5-34
playout
channel
assigning 5-29
time, adjusting for time-of-day events 5-33
Port I/O driver, installing 1-5
preferences
password protecting 3-21
server, configuring 3-2
user, configuring 3-13
VTR, configuring 3-31
preroll, setting for VTR 3-33

R

Ready button 5-52
readying an event
in a playlist 5-52
enabling automatic 3-17
in a shotbox 6-15
rearranging
media events 5-14
while On-Air 5-52
media list columns 4-3
Record command 4-10, 4-12, 4-17
recording media events 4-10
enabling 3-29
from a VTR 4-12
manual record 4-10
time-of-day record 4-17
redundant
PC
configuring installations for 3-9
updating playlist and shotbox files for 3-12
server, configuring installation for 3-7
referenced playlist
expanding manually 5-8
Refresh from Server command 4-22
relocating media events in a playlist 5-14
remote control configurations
setting up 2-1
backup
PC 2-6
server control 2-5
external control 2-3
single-channel configuration 2-2
two-channel configuration 2-3
Replicate Item command 5-18
replicating media events 5-18
Reset Details command 5-46, 6-13
resizing media list columns 4-3
restoring event properties
in a playlist 5-46, 6-13
in a shotbox 6-13
restoring media list column layout 4-4
restricting a search for media events 4-9
Return Key Enabled check box 3-15
return key, enabling for Next Event command 3-15
reversing Playout mode automatically 5-5
Revert Playlist command 5-22
Revert Shotbox command 6-6
reverting
changes to a playlist 5-22
changes to a shotbox 6-6

S

Save Playlist Selection command 5-23
saving
a playlist 5-22
a shotbox 6-6
changes to playlist and shotbox files automatically 3-12
part of a playlist 5-23
selecting
media event to play next 5-52
selection of a playlist, saving 5-23
serial port expansion cards, understanding 2-7

serial port status, understanding 3-45
server
backup, configuring installation for 3-7
changeover, performing 3-9
changes, enabling automatic updating for events 3-30
enabling audible alert for change in content 3-29
IP address
determining 3-5
specifying 3-4
media events
deleting from 4-22
preferences, configuring 3-2
Set Item Play Channel command 5-29
Set Item Type command 5-30
setting
defaults
for event Playout mode 3-16
for media list 3-30
functionality of playlists and shotboxes 3-14
indication colors
clip status 3-19
high and low tally 3-36
on-line / off-line 3-11
media-related functionality 3-28
preferences
server 3-2
user 3-13
VTR 3-31
COM port 3-32
edit offset 3-33
preroll 3-33
setting up
remote control configurations 2-1
backup control PC 2-6
backup server control 2-5
external control 2-3
single-channel 2-2
two-channel 2-3
sharing playlist and shotbox files between PCs 3-12
shotboxes
aborting an event while on-air 6-17
assigning media to buttons 6-3
converting media events to placeholders 6-5
creating 6-2
editing 6-3
enabling 3-15
editing media events 6-9
while playing shotbox to air 6-12
functionality, configuring 3-14
modifying events in 6-9
one-shot operation 6-16
opening 6-7
pausing an event while On-Air 6-17
placeholders
assigning to buttons 6-3
converting media events to 6-5
playing events 6-16
playing to air 6-14
readying events 6-15
reverting changes to 6-6
saving 6-6
updating files to backup PC 3-12
single-channel configuration, setting up 2-2
Skip button
in a playlist 5-54
in a shotbox 6-17
software, installing 1-2
Sort order is case sensitive check box 3-30
sort ordering, case-sensitive 3-30
sorting media list 4-3
ascending / descending order 4-3
specifying AirSPACE IP address 3-4
starting
a new search for media events 4-9
CountDown 1-2
status
network, understanding 3-46
serial port, understanding 3-45

T

Time Remaining display
configuring 5-58
time-of-day
recording 4-17
time-of-day events 5-31, 5-34
adjusting payout time 5-33
toolbar
Playlist/Shotbox 5-2
triggers, GPI, connecting to CountDown PC 2-4
two-channel configuration, setting up 2-3

U

Undo command
in a playlist 5-21
in a shotbox 6-5
ungrouping and grouping events 5-55
updating
events for server changes automatically 3-30
media information 4-22
playlist and shotbox files between CountDown PCs 3-12
user preferences, configuring 3-13
using
a channel for browsing 3-6
break events 5-10
browser controls 4-23
to modify events in a shotbox 5-38, 6-9
channels to mirror other channels 3-4
Clip Editor
in a playlist 5-38
in a shotbox 6-10
comments 5-9
CountDown to control two servers 3-7
Find Media dialog box 4-7
Freeze button
in a playlist 5-54
in a shotbox 6-17
Function keys to ready and play events 6-15
General Preferences dialog box
GPI In tab 3-10, 3-34
GPI Out tab 3-36
Logging and Security tab 3-21
Playlist tab 3-12, 3-14
Server tab 3-28
VTR tab 3-31
GPIs to switch between PCs 3-10
media list 4-1
Next button 5-50
Off Air button 5-58
placeholders
in a playlist 5-16
in a shotbox 6-3
Playlist/Shotbox toolbar 5-2
Ready button 5-52
serial port expansion cards 2-7
Server Preferences dialog box 3-2
Skip button
in a playlist 5-54
in a shotbox 6-17
VTR Record dialog box 4-14

V

VDCP
command logging
disabling 3-26
enabling 3-24
ports, setting COM ports for 3-2
VTR
browsing media 4-14
configuring preferences 3-31
connecting to CountDown PC 2-4
recording media from 4-12
setting
COM port 3-32
edit offset 3-33

preroll 3-33